



## Council

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

Tuesday, December 11, 2018  
6:00 PM

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## Agenda

1. **Call to Order (at 3:30 p.m. in Boardroom 7)**
2. **In-Camera Session**
  - 2.1. Committee Appointments  
(in camera pursuant to section 17 of the *Freedom of Information and Protection of Privacy Act*)
  - 2.2. Advice from Officials/Council Dialogue  
(in camera pursuant to sections 17 and 24(1) of the *Freedom of Information and Protection of Privacy Act*)
3. **Adoption of Agenda (at 6:00 p.m. in Council Chamber)**
4. **Consent Agenda**
  - 4.1. Minutes of Regular Council Meeting - November 27, 2018
  - 4.2. Minutes of Special Council Meeting - November 28, 2018
  - 4.3. Minutes of Special Council Meeting - November 29, 2018
  - 4.4. Minutes of Special Council Meeting - November 29, 2018
  - 4.5. Bylaw No. 18/029 - Land Use Bylaw Map Amendment - Redistricting 9701 Franklin Avenue
    1. THAT Bylaw No. 18/029, being an amendment to Land Use Bylaw No. 99/059 be read a first time.
    2. THAT the public hearing be scheduled for January 8, 2019.
  - 4.6. Bylaw No. 18/028 - Land Use Bylaw Amendment – City Centre Waterfront Rezoning

THAT Bylaw No. 18/028, being an amendment to the Land Use Bylaw No. 99/059 specific to the following lots, be read a first time; and

- Lots 4 – 26, Block 2, Plan 616AO
- Lot A, Plan 1786MC (portion of)
- Lot R, Block 5, Plan 7822727
- Lot 4, Block 2, Plan 1025664
- Lot 6, Block 2, Plan 1025663
- Lots 23,24, Plan: McMurray Settlement

THAT the required Public Hearing be scheduled for January 8, 2019.

4.7. Bylaw No. 18/021 - Subdivision and Development Appeal Board Bylaw

THAT Bylaw No. 18/021, being a bylaw to establish the Subdivision and Development Appeal Board, be read a first time.

**5. Presentation**

- 5.1. Koteswara Rao Veeranki and Phani Timmaraju representing  
Spelling Bee of Canada - Wood Buffalo Chapter

**6. New Business**

6.1. Regular Council Meeting Schedule - Start Time Adjustment

THAT the regular Council meetings held on the second and fourth Tuesday of the month, with the exception of Statutory Holidays and Recess Periods, commence at 4:00 p.m.

6.2. Strategic Fly In, Fly Out Reduction Incentives Update

1. THAT Administration continue to collaborate with the Oil Sands Community Alliance (OSCA) and other stakeholders to develop a formal partnership to execute a plan and strategies to attract workers to reside in the region rather than choosing Fly In, Fly Out.
2. THAT the Wood Buffalo Steering Group present quarterly progress updates to Council on proposed options.

6.3. 2018 External Audit Service Plan - Deloitte LLP

THAT the 2018 External Audit Service Plan as provided by the external Auditors, Deloitte LLP, be approved.

6.4. Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans with Neighbouring Municipalities

1. THAT Bylaw No. 18/024, being a bylaw to create an Intermunicipal Collaboration Framework Agreement with the Municipal District of Opportunity Number 17, be read a first time.
2. THAT Bylaw No. 18/024 be read a second time.
3. THAT Bylaw No. 18/024 be considered for third and final reading.
4. THAT Bylaw No. 18/024 be read a third and final time.
5. THAT Administration be directed to file Bylaw No. 18/024 with the Minister of Municipal Affairs within 90 days of its adoption by the Council, in accordance with Section 708.28 (1) of the *Municipal Government Act*.
6. THAT the Mayor be authorized to send letters to the Minister of Municipal Affairs requesting exemptions from the requirements of section 631 of the *Municipal Government Act*, as it relates to forming Intermunicipal Development Plans with the following municipalities, as the common boundary is composed entirely of federal and/or provincial crown lands:
  - a) The Municipal District of Opportunity Number 17;
  - b) Mackenzie County;
  - c) Improvement District 349.
7. THAT Administration be directed to continue discussions with Lac La Biche County on the creation of an Intermunicipal Collaboration Framework Agreement Bylaw and determination of the need for an Intermunicipal Development Plan.
8. THAT Administration be directed to continue to work with Mackenzie County and Improvement District 349 to prepare Intermunicipal Collaboration Framework Agreement Bylaws.

## **7. Councillors' Motions**

### **7.1. Feasibility Study regarding Shell Place**

THAT Administration be directed to undertake a feasibility study to change the Shell Place stadium field and bleachers to an all-weather indoor structure and that a report on this study be presented to Council by February 5, 2019.

### **7.2. Creation of Integrity and Ethics Commissioner**

THAT Administration be directed to review and research practices amongst other municipalities with respect to Integrity and Ethics Commissioners and bring forward a bylaw or policy for the creation of such Commissioner for consideration of Council as soon as possible.

## **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, November 27, 2018, commencing at 6:00 PM.**

**Present:**

Don Scott, Mayor  
 Mike Allen, Councillor  
 Krista Balsom, Councillor  
 Bruce Inglis, Councillor (via teleconferencing from 3:45 p.m. to 4:30 p.m.)  
 Sheila Lalonde, Councillor  
 Keith McGrath, Councillor  
 Phil Meagher, Councillor  
 Verna Murphy, Councillor  
 Jeff Peddle, Councillor  
 Jane Stroud, Councillor

**Absent:**

Claris Voyageur, Councillor

**Administration:**

Annette Antoniak, Chief Administrative Officer  
 Jamie Doyle, Deputy Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer  
 Marc Fortais, Director, Public Works  
 Matthew Hough, Director, Engineering  
 Elsie Hutton, Director, Corporate and Community Services  
 Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations  
 Brad McMurdo, Director, Planning and Development  
 Linda Ollivier, Director, Financial Services  
 Susan Trylinski, Director, Legal Services  
 Anita Hawkins, Legislative Officer

**1. Call to Order (at 3:00 p.m. in Boardroom 7)**

Mayor D. Scott called the meeting to order at 3:03 p.m.

**2. In-Camera Session**

**MOTION:**

THAT Council close items 2.1, 2.2, 2.3 and 2.4 to the public pursuant to sections 17, 23(1), 24(1) and 25 of the *Freedom of Information and Protection of Privacy Act*.

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

### Exit and Assuming of Chair

Mayor D. Scott declared potential pecuniary interest and left the meeting at 3:04 p.m., at which time, Deputy Mayor K. McGrath assumed the Chair.

### **2.1. Advice from Officials/Land Matter**

(in camera pursuant to sections 24(1) and 25 of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jamie Doyle	Deputy Chief Administrative Officer
Jade Brown	Chief Legislative Officer/Clerk
Lynda McLean	Communications, Stakeholder, Indigenous & Rural Relations
Brad McMurdo	Director, Planning and Development

### Resuming of Chair and Arrival

Mayor D. Scott resumed the Chair and Councillor M. Allen joined the meeting at 3:25 p.m.

### **2.2. Policy Options - Local Public Body Confidences and Advice from Officials**

(in camera pursuant to sections 23(1) and 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jamie Doyle	Deputy Chief Administrative Officer
Jade Brown	Chief Legislative Officer/Clerk
Lynda McLean	Communications, Stakeholder, Indigenous & Rural Relations

### Arrival

Councillor B. Inglis joined the meeting via teleconferencing at 3:45 p.m.

### **2.3. Personnel Matter**

(in camera pursuant to section 17 of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Kari Westhaver	Director, Human Resources

**2.4. Council Dialogue and Personnel Related Matters**

(in camera pursuant to sections 17 and 24(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jamie Doyle	Deputy Chief Administrative Officer
Jade Brown	Chief Legislative Officer/Clerk
Lynda McLean	Communications, Stakeholder, Indigenous & Rural Relations
Susan Trylinski	Director, Legal Services
Brad McMurdo	Director, Planning and Development
Caitlin Hanly	Municipal Legal Counsel
Michael Ircandia	Manager, Land Administration

Recesses

A recess occurred between 5:03 p.m. and 5:13 p.m.

A recess occurred between 5:50 p.m. and 6:00 p.m., at which time the meeting was reconvened in public in the Council Chamber.

**MOTION:**

THAT the meeting reconvene in public.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Mike Allen, Councillor
<b>SECONDER:</b>	Jeff Peddle, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

**3. Adoption of Agenda (at 6:00 p.m. in Council Chamber)**

Councillor K. McGrath withdrew his Notice of Motion regarding Relocation of Conklin Outdoor Rink, therefore Item No. 10.1 was removed from the Agenda.

Notices of Motion:

Councillor P. Meagher served notice of his intent to bring forward the following motion for consideration at the December 11, 2018 Council Meeting:

THAT Administration be directed to undertake a feasibility study to change the Shell Place stadium field and bleachers to an all-weather indoor structure and that a report on this study be presented to Council by February 5, 2019.

Mayor D. Scott served notice of his intent to bring forward the following motion for consideration at the December 11, 2018 Council Meeting:

THAT Administration be directed to review and research practices amongst other municipalities with respect to Integrity and Ethics Commissioners and bring forward a bylaw or policy for the creation of such Commissioner for consideration of Council as soon as possible.

**MOTION:**

THAT the Agenda be adopted as presented.

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

**4. Minutes of Previous Meetings**

**4.1. Council Meeting - November 13, 2018**

**MOTION:**

THAT the Minutes of the regular Council Meeting held on November 13, 2018 be approved as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeff Peddle, Councillor
<b>SECONDER:</b>	Krista Balsom, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

**5. Presentation**

**5.1. Mariam Arain and Brina Cardinal re Youth Voices Rising: Recovery & Resilience in Wood Buffalo project**

Mariam Arain, and Brina Cardinal came forward and provided information regarding the official launch of the “2018 Youth Vision and Voice in Wood Buffalo” report.

Recess

A brief recess occurred from 6:24 p.m. to 6:26 p.m.

**6. Unfinished Business****6.1. Rural Water Sewer Servicing Residents' Contribution**

Matthew Hough, Director, Engineering, spoke to the report and recommendation before Council for consideration.

Michelle Hondl, resident of Draper, raised concerns that the community of Draper is not included in the recommendation.

Jeffrey O'Donnell, Conklin Resource Development Advisory Committee accompanied with Ernie Desjarlais, raised a number of questions for Administration.

Exit and Return

Councillor K. McGrath exited the Chamber at 6:52 p.m. and returned at 6:54 p.m.

Nicole Gardner, Anzac Willow Lake Community Association, spoke in favour of the recommendation and raised questions of clarification for Administration.

**MOTION:**

THAT Administration be directed to undertake a lot by lot assessment in Janvier, Conklin, Saprae Creek Estates, Gregoire Lake Estates, Anzac and Draper; and

THAT Administration bring forward a plan and funding request (based on the results of the assessment) specific to on-site service connections prior to the proposed 2020 budget workshops that includes the following elements:

- Municipality fund the entire installation of on-site service connections from lot lines to residential homes for existing residents served by the new system
- The funding program be available to existing residents for a five-year period
- Residents who are served by the new RWSS system be required to hire their own certified contractor to complete the on-site service connection
- Existing residents served by the new Rural Water and Sewer Servicing system be asked for \$16,000 (\$10,000 in Saprae Creek) as service connection fee
- A long-term payment option for the service connection fee.



<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Phil Meagher, Councillor
<b>SECONDER:</b>	Jane Stroud, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

## **7. Presentation**

### **7.1. 2019-2022 Utility Rates Update**

Linda Ollivier, Director, Financial Services provided an update on utility rates for the years 2019 to 2022.

#### Exit and Return

Councillor K. Balsom exited the Chamber at 7:23 p.m. and returned at 7:24 p.m.

## **8. Unfinished Business**

### **8.1. Bylaw No. 18/018 - Vehicle for Hire Bylaw Amendment**

Deanne Bergey, Senior Manager, RCMP Support and Bylaw Services, provided historical information related to the proposed amendment before Council for consideration, noting that Administration is not in support of the proposed bylaw amendment.

Frank Creasey, Chair of the Taxi Advisory Committee, spoke in support of disbanding the Committee at this time.

Penny Skinner, representing Sun Taxi, spoke in support of the proposed bylaw.

Denean Robinson, Vice-President and Chief Financial Officer for the Fort McMurray Airport Authority, spoke to the matter before Council noting that the Airport Authority holds a contract and business relationship with Sun Taxi. The presenter did not speak in support or opposition to the proposed changes.

Dogar Mohammad, representing taxi drivers, spoke in support of the proposed amendment.

Jay Telegdi, resident, spoke in support of the proposed amendment.

#### Exit

Councillor K. McGrath exited the Chamber at 8:34 p.m.

Point of Order

Councillor J. Peddle called a point of order with respect to the presentation before Council due to comments made being perceived as discriminatory. The point of order was upheld, and the speaker concluded his presentation with no further objection.

Recess and Return

A recess occurred between 8:37 p.m. and 8:46 p.m., at which time Councillor K. McGrath was in attendance.

**MOTION:**

THAT Bylaw No. 18/018, being an amendment to the Vehicle for Hire Bylaw, second reading, be approved.

**In Camera Session****MOTION:**

THAT Council move in camera pursuant to section 27 of the *Freedom of Information and Protection of Privacy Act*, for the purpose of receiving legal advice.

<b>RESULT:</b>	<b>CARRIED [8 TO 1]</b>
<b>MOVER:</b>	Verna Murphy, Councillor
<b>SECONDER:</b>	Sheila Lalonde, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Murphy, Peddle, Stroud
<b>AGAINST:</b>	Meagher
<b>ABSENT:</b>	Inglis, Voyageur

**Reconvene in public****MOTION:**

THAT the meeting reconvene in public.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Mike Allen, Councillor
<b>SECONDER:</b>	Phil Meagher, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

Council met in camera between 9:14 p.m. and 9:23 p.m.

Voting then occurred on the motion on the floor for second reading of Bylaw No. 18/018.

<b>RESULT:</b>	<b>DEFEATED [3 TO 6]</b>
<b>MOVER:</b>	Mike Allen, Councillor
<b>SECONDER:</b>	Jane Stroud, Councillor
<b>FOR:</b>	Scott, Allen, Stroud
<b>AGAINST:</b>	Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle
<b>ABSENT:</b>	Inglis, Voyageur

#### **MOTION:**

THAT Administration be directed to disband the Taxi Advisory Committee and in its place, hold a minimum of two Taxi Stakeholder Open Houses per year.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Phil Meagher, Councillor
<b>SECONDER:</b>	Sheila Lalonde, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

#### **MOTION:**

THAT Administration review and bring to Council recommendations to update the Vehicle For Hire Bylaw in the next 6 months.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Sheila Lalonde, Councillor
<b>SECONDER:</b>	Mike Allen, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

## **9. New Business**

### **9.1. Citizen Recognition Program Recommendations**

Councillor P. Meagher put forward the following recommendation: THAT the recommended recipients for the 2018 Citizen Recognition Program as outlined on Attachment 1 (confidential) be approved by Council and announced at the Mayor and Council's Toast of Champions Ceremony on January 24, 2019.

**MOTION:**

THAT Attachment 1 be amended to add Frances Jean as recipient of a Lifetime Achievement Award to be presented on the same date.

**RESULT:** CARRIED [8 TO 1]  
**MOVER:** Don Scott, Mayor  
**SECONDER:** Krista Balsom, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, Meagher, Murphy, Peddle, Stroud  
**AGAINST:** McGrath  
**ABSENT:** Inglis, Voyageur

Voting then occurred on the original motion, as amended which now reads:

THAT the recommended recipients for the 2018 Citizen Recognition Program as outlined on Attachment 1 (confidential, as amended) be approved by Council and announced at the Mayor and Council's Toast of Champions Ceremony on January 24, 2019.

**RESULT:** CARRIED [8 TO 1]  
**MOVER:** Phil Meagher, Councillor  
**SECONDER:** Krista Balsom, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, Meagher, Murphy, Peddle, Stroud  
**AGAINST:** McGrath  
**ABSENT:** Inglis, Voyageur

**9.2. Reserve Bids and Sale Conditions for Tax Sale Properties**

Phillip Schofield, Regional Assessor spoke to the recommendation before Council for consideration.

Exit and Return

Councillor K. Balsom exited the Chamber at 9:38 p.m. and returned at 9:40 p.m.

**MOTION:**

THAT the reserve bids and sale conditions be established as listed in the Reserve Bids and Sale Conditions for Tax Sale Properties, dated November 27, 2018.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Verna Murphy, Councillor
<b>SECONDER:</b>	Phil Meagher, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

### 9.3. 2018 Request for Tax and Accounts Receivable Arrears Write-off

Linda Ollivier, Director, Financial Services, and Phillip Schofield, Regional Assessor, spoke to the recommendation before Council for consideration.

#### MOTION:

THAT the recommended Tax and Accounts Receivable Arrears Write-Off of \$5,155,015.72 dated November 27, 2018, as Attachment 1, be approved.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Krista Balsom, Councillor
<b>SECONDER:</b>	Verna Murphy, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

### 9.4. 2018 Capital Budget Amendments

Linda Ollivier, Director, Financial Services, spoke to the proposed Capital Budget Amendments before Council for consideration

#### MOTION:

THAT the 2018 Capital Budget Amendments as summarized on Attachment 1 (2018 Capital Budget Amendments – New and Amended Projects, dated November 27, 2018) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2018 Capital Budget Amendments – New and Amended Projects - Cash Flow Summary, dated November 27, 2018) be approved.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Phil Meagher, Councillor
<b>SECONDER:</b>	Krista Balsom, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

## 10. Councillors' Motions

### 10.1. Relocation of Conklin Outdoor Rink

This item was withdrawn from the Agenda.

### 10.2. Broadband Internet Connection

Councillor J. Stroud spoke to the motion before Council for consideration.

#### **MOTION:**

THAT the Mayor be authorized to send a letter to:

- the Federal Minister of Innovation, Science and Economic Development Canada;
- the Provincial Minister of Service Alberta; and
- the Member of Parliament Fort McMurray-Cold Lake;
- with copies to industry partners and service providers,

requesting their support for the Federation of Canadian Municipalities' (FCM) initiative with respect to a national broadband strategy and urging the Federal Government to invest the required funding annually towards this initiative which is a matter of great importance within the Regional Municipality of Wood Buffalo.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Jane Stroud, Councillor
<b>SECONDER:</b>	Phil Meagher, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

## **Adjournment**

The meeting adjourned at 9:44 p.m.

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Mayor

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Chief Legislative Officer

Minutes Acceptance: Minutes of Nov 27, 2018 6:00 PM (Consent Agenda)

**Minutes of a Special 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 Wednesday, November 28, 2018, commencing at 9:00 AM.**

**Present:**

Don Scott, Mayor  
 Mike Allen, Councillor  
 Krista Balsom, Councillor  
 Sheila Lalonde, Councillor  
 Keith McGrath, Councillor  
 Phil Meagher, Councillor  
 Verna Murphy, Councillor  
 Jeff Peddle, Councillor  
 Jane Stroud, Councillor

**Absent:**

Bruce Inglis, Councillor  
 Claris Voyageur, Councillor

**Administration:**

Annette Antoniak, Chief Administrative Officer  
 Jamie Doyle, Deputy Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer  
 Marc Fortais, Director, Public Works  
 Matthew Hough, Director, Engineering  
 Elsie Hutton, Director, Corporate and Community Services  
 Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations  
 Brad McMurdo, Director, Planning and Development  
 Linda Ollivier, Director, Financial Services  
 Darlene Soucy, Legislative Officer

**1. Call to Order**

Mayor D. Scott called the meeting to order at 9:05 a.m.

**2. Motion to Move into Committee of the Whole**

Mayor D. Scott explained that after Council has moved into Committee of the Whole, meeting procedures would be relaxed to allow for more informal discussion and that thirty minutes would be allocated at the beginning of each budget meeting day to allow for public delegations. Mayor D. Scott further clarified that Council members were welcome to bring forward motions at any time during the budget sessions for consideration. Debate and voting on the motions will be reserved until budget deliberations occur at the end of each budget session after all the presentations have



been received for each category: Community Investment Program Sustaining Grants, Operating Budget and Capital Budget. Members of the public will have the opportunity to speak after each motion of Council is put on the floor for consideration during budget deliberations.

### **MOTION:**

THAT the Special Council Meeting move into Committee of the Whole.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Phil Meagher, Councillor
<b>SECONDER:</b>	Krista Balsom, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>ABSENT:</b>	Inglis, Voyageur

### **3. Public Delegations**

Cindy Amerongen, Executive Director, and Lorna Ash, Director of Development, Northern Lights Health Foundation, presented on the Gratuity Campaign and their request for a Community Investment Program Grant for \$400,000 to complete the minimally invasive surgical suites at the hospital.

Councillor V. Murphy put forward the following motion: "THAT \$400,000 under the Community Investment Program be granted to the Northern Lights Health Foundation for the Minimally Invasive Surgical Suites."

Patrick Duggan, President, Royal Canadian Legion Branch 165, presented a request for a Community Investment Program Grant for paving of the parking lot at the Legion with a cost of approximately \$367,000.

Councillor J. Peddle put forward the following motion: "THAT \$367,000 under the Community Investment Program be granted to the Royal Canadian Legion Branch 165 for paving of the parking lot."

### **4. 2019 Budget Proceedings**

#### **4.1. 2019 Proposed Budget, 2020 – 2023 Financial Plan**

Linda Ollivier, Director, Financial Services, provided an overview of the 2019 Proposed Budget and 2020 - 2023 Financial Plan and how the budget sessions will proceed.

### **5. 2019 Community Investment Program Sustaining Grants Overview**

Elsie Hutton, Director, Corporate and Community Services, provided an overview of the 2019 Community Investment Program Sustaining Grant requests.

## **6. 2019 Community Investment Program Sustaining Grants Presentations**

### **Pecuniary Interest**

Councillor. K. Balsom declared a pecuniary interest in the Arts Council Wood Buffalo grant request and exited the meeting at 9:46 a.m.

### **6.1. Arts Council Wood Buffalo**

Liana Wheeldon, Executive Director, and Dave Boutillier, Board Chair and Director - Theatre, presented on the grant request for the Arts Council Wood Buffalo.

### **Return**

Councillor K. Balsom returned to the meeting at 10:04 a.m.

### **6.2. Fort Chipewyan Historical Society**

Maureen Clarke, Director, via teleconference, presented on the grant request from the Fort Chipewyan Historical Society.

### **Exit and Return**

Councillor K. McGrath exited the meeting at 10:10 a.m. and returned at 10:12 a.m.

### **Pecuniary Interest**

Councillor. K. Balsom declared a pecuniary interest in the Fort McMurray Heritage Society grant request and exited the meeting at 10:20 a.m.

### **6.3. Fort McMurray Heritage Society**

Roseann Davidson, Executive Director, and Tammy Plowman, Office/Program Manager, presented on the grant request from the Fort McMurray Heritage Society.

### **Exit and Return**

Councillor S. Lalonde exited the meeting at 10:28 a.m. and returned at 10:32 a.m.

### **Return**

Councillor K. Balsom returned to the meeting at 10:34 a.m.

### **6.4. Fort McMurray Minor Baseball Association**

Kevin Breen, President, and Mike Mayuk, Treasurer, presented on the grant request from the Fort McMurray Minor Baseball Association.

### **6.5. Fort McMurray Minor Hockey (1981) Association**

Travis Galenzoski, President, and Craig Organ, Facility Operations Manager, presented on the grant request from the Fort McMurray Minor Hockey (1981) Association.

Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Fort McMurray Tourism grant request and exited the meeting at 10:50 a.m.

**6.6. Fort McMurray Tourism**

Frank Creasey, Chief Executive Officer, and JD Girado, Secretary, presented on the grant request from Fort McMurray Tourism.

Exit and Return

Councillor P. Meagher exited the meeting at 10:53 a.m. and returned at 10:55 a.m.

Return

Councillor K. Balsom returned to the meeting at 10:59 a.m.

**6.7. Justin Slade Youth Foundation**

Mandy MacDonald, Executive Director, and Connie Stevens, Treasurer, presented on the grant request from the Justin Slade Youth Foundation.

Exit and Return

Councillor M. Allen exited the meeting at 11:00 a.m. and returned at 11:02 a.m.

Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Keyano Foundation and the Local HERO Foundation grant requests and exited the meeting at 11:07 a.m.

Councillor J. Peddle declared a pecuniary interest in the Keyano Foundation grant request and exited the meeting at 11:07 a.m.

**6.8. Keyano Foundation**

Trent Keough, President, Dale Mountain, Interim Vice President, Finance, and Chief Financial Officer, and Frederick Russell, Vice President, Community Relations, presented on the grant request from the Keyano Foundation.

Return

Councillor J. Peddle returned to the meeting at 11:19 a.m.

**6.9. Local HERO Foundation**

Paul Spring, Board Chair and Chief Executive Officer, and Andrea Montgomery Spring, Director, presented on the grant request from the Local HERO Foundation.

Exits and Returns

Councillor K. McGrath exited the meeting at 11:33 a.m. and returned at 11:45 a.m.

Councillor K. McGrath exited the meeting at 11:47 a.m.

Councillor V. Murphy put forward the following motion: "THAT the Community Investment Program grant be increased to \$1,500,000 for the Local HERO Foundation for continued operations; and THAT Council write a letter of support and lobby the Federal and Provincial Governments for funding shortfalls for this continued service."

#### Return

Councillor K. Balsom returned to the meeting at 11:53 a.m.

#### Recess

A recess occurred from 11:53 a.m. to 12:46 p.m.

### **6.10. McMurray Sno-Drifters Association**

There was no one in attendance from the McMurray Sno-Drifters Association.

#### Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Multicultural Association of Wood Buffalo and Northern Alberta Athletic Association grant requests and exited the meeting at 12:50 p.m.

### **6.11. Multicultural Association of Wood Buffalo**

Dango Gogo, Board Chair, and Rodas Asres, Acting Executive Director, presented on the grant request from the Multicultural Association of Wood Buffalo.

#### Return

Councillor K. McGrath returned to the meeting at 12:56 p.m.

### **6.12. Northern Alberta Athletic Association**

David Fitzgerald, President, Kim Hennessey, Treasurer, and Terry Connors, Director of Operations, presented on the grant request from the Northern Alberta Athletic Association.

#### Return

Councillor K. Balsom returned to the meeting at 1:22 p.m.

#### Pecuniary Interest

Councillor P. Meagher declared a pecuniary interest in the Ptarmigan Nordic Ski Club grant request and exited the meeting at 1:22 p.m.

### **6.13. Ptarmigan Nordic Ski Club**

Chris Reitz, President, presented on the grant request from the Ptarmigan Nordic Ski Club.

#### Return

Councillor P. Meagher returned to the meeting at 1:27 p.m.

Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Regional Municipality of Wood Buffalo Regional Library and the Regional Recreation Corporation of Wood Buffalo grant requests and exited the meeting at 1:28 p.m.

**6.14. Regional Municipality of Wood Buffalo Regional Library**

Corinna Pirie, Chair, and Melissa Flett, Executive Director, presented on the grant request from the Regional Municipality of Wood Buffalo Regional Library.

Exit and Return

Councillor K. McGrath exited the meeting at 1:43 p.m. and returned at 1:46 p.m.

The Regional Municipality of Wood Buffalo Regional Library was requested to bring information back to Council regarding the invigilator service and speaker series.

Pecuniary Interest

Councillor M. Allen declared a pecuniary interest in the Regional Recreation Corporation of Wood Buffalo grant request and exited the meeting at 1:46 p.m.

**6.15. Regional Recreation Corporation of Wood Buffalo**

Graig Walsh, Chief Executive Officer, presented on the grant request from the Regional Recreation Corporation of Wood Buffalo.

Assuming of Chair

Deputy Mayor K. McGrath assumed the Chair at 2:15 p.m. Mayor Scott put forward the following motion: "THAT the Community Investment Program Sustaining Grant funds to the Regional Recreation Corporation of Wood Buffalo (RRC) shall be paid upon the condition that the RRC agree and undertake not to do or perform off-Island catering. This condition shall not apply to the food truck."

Resuming of Chair

Mayor D. Scott resumed the Chair at 2:18 p.m.

Return

Councillor K. Balsom returned to the meeting at 2:19 p.m.

Councillor M. Allen returned to the meeting at 2:20 p.m.

**6.16. Vista Ridge Recreational Association**

Kevin Grogan, General Manager, presented on the grant request from the Vista Ridge Recreational Association.

Councillor S. Lalonde put forward the following motion: "THAT the Community Investment Program Sustaining Funds grant for the Vista Ridge Recreational Association be increased to \$567,000."

Exit and Return

Councillor K. McGrath exited the meeting at 2:32 p.m. and returned at 2:36 p.m.

Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Wood Buffalo Economic Development Corporation and the YMCA of Northern Alberta, Wood Buffalo Region grant requests and exited the meeting at 2:39 p.m.

**6.17. Wood Buffalo Economic Development Corporation**

Brad Ferguson, Interim Chief Executive Officer, and Adam Sweet, Stakeholder and Communications Lead, presented on the grant request from the Wood Buffalo Economic Development Corporation.

Exit and Return

Councillor S. Lalonde exited the meeting at 2:50 p.m. and returned at 2:53 p.m.

**6.18. YMCA of Northern Alberta, Wood Buffalo Region**

Janet Giles, Vice President, and Sonya Earle, Regional Manager, presented on the grant request from the YMCA of Northern Alberta, Wood Buffalo Region.

**6.14. Regional Municipality of Wood Buffalo Regional Library**

Corinna Pirie, Chair, and Melissa Flett, Executive Director, Wood Buffalo Regional Library returned to the meeting to provide the requested additional information on the potential return of exam invigilating services and speaker series.

Councillor V. Murphy put forward the following motion: "THAT Keyano College and Regional Municipality of Wood Buffalo Regional Library collaborate and come back to Council in January with a reduced-cost or no-cost fee structure to allow students to write their exams."

Exit and Return

Councillor P. Meagher exited the meeting at 3:04 p.m.

Recess

A recess occurred from 3:05 p.m. to 3:21 p.m., at which time Councillors K. Balsom and P. Meagher returned to the meeting.

**7. Motion to Reconvene Special Council Meeting****MOTION:**

THAT the Special Council Meeting reconvene.

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

#### Recess

A recess occurred from 3:26 p.m. to 3:39 p.m.

#### **8. 2019 Community Investment Program Sustaining Grants Budget Deliberations**

##### **MOTION:**

THAT \$400,000 under the Community Investment Program be granted to the Northern Lights Health Foundation for the Minimally Invasive Surgical Suites.

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

##### **MOTION:**

THAT \$367,000 under the Community Investment Program be granted to the Royal Canadian Legion Branch 165 for paving of the parking lot.

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

#### Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Local HERO Foundation grant request and exited the meeting at 3:43 p.m.

**MOTION:**

THAT the Community Investment Program grant be increased to \$1,500,000 for the Local HERO Foundation for continued operations; and

THAT Council write a letter of support and lobby the Federal and Provincial Governments for funding shortfalls for this continued service.

<b>RESULT:</b>	<b>CARRIED [8 TO 0]</b>
<b>MOVER:</b>	Verna Murphy, Councillor
<b>SECONDER:</b>	Phil Meagher, Councillor
<b>FOR:</b>	Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>PECUNIARY INTEREST:</b>	Balsom
<b>ABSENT:</b>	Inglis, Voyageur

Return

Councillor K. Balsom returned to the meeting at 3:47 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant funds to the Royal Canadian Legion Branch 165 shall be paid upon the condition that the Royal Canadian Legion agree to obtaining quotes from three local businesses before undertaking the paving of the parking lot.

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

Pecuniary Interest

Councillors M. Allen and K. Balsom declared a pecuniary interest in the Regional Recreation Corporation of Wood Buffalo grant request and exited the meeting at 3:51 p.m.

Assuming of Chair

Deputy Mayor K. McGrath assumed the Chair at 3:52 p.m. Mayor Scott put forward the following motion:



**MOTION:**

THAT the Community Investment Program Sustaining Grant funds to the Regional Recreation Corporation of Wood Buffalo (RRC) shall be paid upon the condition that the RRC agree and undertake not to do or perform off-Island catering. This condition shall not apply to the food truck.

**RESULT:** CARRIED [6 TO 1]  
**MOVER:** Don Scott, Mayor  
**SECONDER:** Jeff Peddle, Councillor  
**FOR:** Scott, McGrath, Meagher, Murphy, Peddle, Stroud  
**AGAINST:** Lalonde  
**PECUNIARY**  
**INTEREST:** Allen, Balsom  
**ABSENT:** Inglis, Voyageur

Resuming of Chair

Mayor D. Scott resumed the Chair at 3:57 p.m.

Return

Councillors M. Allen and K. Balsom returned to the meeting at 3:58 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Funds grant for the Vista Ridge Recreational Association be increased to \$567,000.

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

Pecuniary Interest

Councillors K. Balsom and J. Peddle declared a pecuniary interest in the Regional Municipality of Wood Buffalo Regional Library matter and exited the meeting at 3:59 p.m.

**MOTION:**

THAT Keyano College and Regional Municipality of Wood Buffalo Regional Library collaborate and come back to Council in January with a reduced-cost or no-cost fee structure to allow students to write their exams.

**RESULT:** CARRIED [7 TO 0]  
**MOVER:** Verna Murphy, Councillor  
**SECONDER:** Sheila Lalonde, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom, Peddle  
**ABSENT:** Inglis, Voyageur

Recess

A recess occurred from 4:04 p.m. to 4:16 p.m.

Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Arts Council Wood Buffalo grant request and exited the meeting at 4:17 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$350,000 for the Arts Council Wood Buffalo be approved.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Mike Allen, Councillor  
**SECONDER:** Sheila Lalonde, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

Return

Councillor K. Balsom returned to the meeting at 4:18 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$141,000 for the Fort Chipewyan Historical Society be approved.

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

#### Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Fort McMurray Heritage Society grant request and exited the meeting at 4:19 p.m.

#### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$380,000 for the Fort McMurray Heritage Society be approved.

**RESULT:** **CARRIED [8 TO 0]**  
**MOVER:** Phil Meagher, Councillor  
**SECONDER:** Mike Allen, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

#### Return

Councillor K. Balsom returned to the meeting at 4:20 p.m.

#### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$90,000 for the Fort McMurray Minor Baseball Association be approved.

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

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$460,000 for the Fort McMurray Minor Hockey (1981) Association be approved.

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

Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Fort McMurray Tourism grant request and exited the meeting at 4:22 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$629,800 for Fort McMurray Tourism be approved.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Jane Stroud, Councillor  
**SECONDER:** Mike Allen, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

Return

Councillor K. Balsom returned to the meeting at 4:27 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$310,000 for the Justin Slade Youth Foundation be approved.

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

#### Pecuniary Interest

Councillors K. Balsom and Jeff Peddle declared a pecuniary interest in the Keyano Foundation grant request and exited the meeting at 4:27 p.m.

#### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$449,500 for the Keyano Foundation be approved.

**RESULT:** CARRIED [7 TO 0]  
**MOVER:** Verna Murphy, Councillor  
**SECONDER:** Mike Allen, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Stroud  
**PECUNIARY INTEREST:** Balsom, Peddle  
**ABSENT:** Inglis, Voyageur

#### Return

Councillors K. Balsom and J. Peddle returned to the meeting at 4:28 p.m.

#### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$99,500 for the McMurray Sno-Drifters Association be approved.

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

Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Multicultural Association of Wood Buffalo and Northern Alberta Athletic Association grant requests and exited the meeting at 4:30 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$296,000 for the Multicultural Association of Wood Buffalo be approved.

<b>RESULT:</b>	<b>CARRIED [8 TO 0]</b>
<b>MOVER:</b>	Jane Stroud, Councillor
<b>SECONDER:</b>	Phil Meagher, Councillor
<b>FOR:</b>	Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>PECUNIARY INTEREST:</b>	Balsom
<b>ABSENT:</b>	Inglis, Voyageur

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$1,100,000 for the Northern Alberta Athletic Association be approved.

<b>RESULT:</b>	<b>CARRIED [8 TO 0]</b>
<b>MOVER:</b>	Verna Murphy, Councillor
<b>SECONDER:</b>	Sheila Lalonde, Councillor
<b>FOR:</b>	Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud
<b>PECUNIARY INTEREST:</b>	Balsom
<b>ABSENT:</b>	Inglis, Voyageur

Return

Councillor K. Balsom returned to the meeting at 4:31 p.m.

Pecuniary Interest

Councillor P. Meagher declared a pecuniary interest in the Ptarmigan Nordic Ski Club grant request and exited the meeting at 4:32 p.m.

**MOTION:**

THAT the Community Investment Program Sustaining Grant of \$30,000 for the Ptarmigan Nordic Ski Club be approved.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Jeff Peddle, Councillor  
**SECONDER:** Verna Murphy, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, McGrath, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Meagher  
**ABSENT:** Inglis, Voyageur

#### Return

Councillor P. Meagher returned to the meeting at 4:33 p.m.

#### Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Regional Municipality of Wood Buffalo Regional Library and the Regional Recreation Corporation of Wood Buffalo grant requests and exited the meeting at 4:33 p.m.

#### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$4,210,500 for the Regional Municipality of Wood Buffalo Regional Library be approved.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Mike Allen, Councillor  
**SECONDER:** Verna Murphy, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

#### Pecuniary Interest

Councillor M. Allen declared a pecuniary interest in the Regional Recreation Corporation of Wood Buffalo grant request and exited the meeting at 4:34 p.m.

#### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$16,271,000 for the Regional Recreation Corporation of Wood Buffalo be approved, subject to the conditions regarding catering that were passed in a previous motion.

**RESULT:** CARRIED [7 TO 0]  
**MOVER:** Jeff Peddle, Councillor  
**SECONDER:** Jane Stroud, Councillor  
**FOR:** Scott, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Allen, Balsom  
**ABSENT:** Inglis, Voyageur

### Return

Councillors M. Allen and K. Balsom returned to the meeting at 4:35 p.m.

### Pecuniary Interest

Councillor. K. Balsom declared a pecuniary interest in the Wood Buffalo Economic Development Corporation and the YMCA of Northern Alberta, Wood Buffalo Region grant requests and exited the meeting at 4:36 p.m.

### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$2,200,000 for the Wood Buffalo Economic Development Corporation be approved.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Phil Meagher, Councillor  
**SECONDER:** Verna Murphy, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

### **MOTION:**

THAT the Community Investment Program Sustaining Grant of \$729,500 for the YMCA of Northern Alberta, Wood Buffalo Region be approved.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Keith McGrath, Councillor  
**SECONDER:** Jane Stroud, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur



Return

Councillor K. Balsom returned to the meeting at 4:39 p.m.

Recess

Meeting recessed at 4:40 p.m. and will reconvene at 9:00 a.m. on Thursday, November 29, 2018.

**Minutes of a Special 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 Thursday, November 29, 2018, commencing at 9:00 AM.**

**Present:**

Don Scott, Mayor  
 Mike Allen, Councillor  
 Krista Balsom, Councillor  
 Sheila Lalonde, Councillor  
 Keith McGrath, Councillor  
 Phil Meagher, Councillor  
 Verna Murphy, Councillor  
 Jeff Peddle, Councillor  
 Jane Stroud, Councillor

**Absent:**

Bruce Inglis, Councillor  
 Claris Voyageur, Councillor

**Administration:**

Annette Antoniak, Chief Administrative Officer  
 Jamie Doyle, Deputy Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer  
 Marc Fortais, Director, Public Works  
 Matthew Hough, Director, Engineering  
 Elsie Hutton, Director, Corporate and Community Services  
 Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations  
 Brad McMurdo, Director, Planning and Development  
 Linda Ollivier, Director, Financial Services  
 Darlene Soucy, Legislative Officer

**1. Reconvene**

Mayor D. Scott reconvened the meeting at 9:00 a.m.

**2. Public Delegations**

Mayor D. Scott called for public delegations from the gallery. No one came forward to speak.

### **3. 2019 Operating Budget Introduction**

#### **3.1. 2019 Proposed Budget and Plan**

Linda Ollivier, Director, Financial Services, and Ray Cayan, Manager, Financial Planning, presented an overview of the 2019 Proposed Budget and Financial Plan.

### **4. 2019 Operating Budget Presentations**

#### **4.1. Public Works**

Marc Fortais, Director, Public Works, Travis Kendel, Senior Manager, Environmental Services, Keith Smith, Senior Manager, Transportation and Facilities, and Nina Caines, Senior Manager, Parks, Roads and Operations, presented the 2019 proposed Operating Budget for the Public Works Department.

##### Exits and Returns

Councillor M. Allen exited the meeting at 10:04 a.m. and returned at 10:06 a.m.

Councillor K. McGrath exited the meeting at 10:06 a.m. and returned at 10:09 a.m.

Councillor K. McGrath exited the meeting at 10:16 a.m. and returned at 10:24 a.m.

Councillor S. Lalonde exited the meeting at 10:22 a.m. and returned at 10:27 a.m.

Councillor K. Balsom exited the meeting at 10:26 a.m. and returned at 10:30 a.m.

#### **4.2. Regional Emergency Services**

Jody Butz, Regional Fire Chief, Perry Gillam, Deputy Chief, Professional Services, and Brad Grainger, Deputy Chief, Operations, presented the 2019 proposed Operating Budget for the Regional Emergency Services Department.

##### Recess

A recess occurred from 11:04 a.m. to 11:13 a.m.

#### **4.3. Planning and Development**

Brad McMurdo, Director, Planning and Development, Chris Booth, Manager, Community Development Planning, Deanne Bergey, Senior Manager, RCMP Support and Bylaw Services, Inspector Eric Stebenne, RCMP, presented the 2019 proposed Operating Budget for the Planning and Development Department.

##### Pecuniary Interest

Councillor M. Allen declared a pecuniary interest in the Land Administration Branch portion of the Planning and Development Department presentation and exited the meeting at 11:31 a.m.

Brad McMurdo, Director, Planning and Development, and Michael Ircandia, Manager, Land Administration, presented the 2019 proposed Operating Budget for the Land Administration Branch.

Return

Councillor M. Allen returned to the meeting at 11:34 a.m.

Exits and Returns

Councillor M. Allen exited the meeting at 11:37 a.m. and returned at 11:40 a.m.

Councillor K. McGrath exited the meeting at 11:59 a.m.

Councillor J. Peddle exited the meeting at 12:06 a.m. and returned at 12:08 a.m.

Recess

A recess occurred from 12:11 p.m. to 12:45 p.m., at which time Councillor K. McGrath returned to the meeting.

**4.4. Engineering**

Matthew Hough, Director, Engineering, presented the 2019 proposed Operating Budget for the Engineering Department.

Entrances

Councillors M. Allen and P. Meagher entered the meeting at 12:46 p.m.

Councillor J. Peddle entered the meeting at 12:49 p.m.

Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Communications, Stakeholder, Indigenous and Rural Relations Department budget and exited the meeting at 1:11 p.m.

**4.5. Communications, Stakeholder, Indigenous and Rural Relations**

Lynda McLean, Director, presented on the 2019 proposed Operating Budget for the Communications, Stakeholder, Indigenous and Rural Relations Department.

Councillor J. Peddle put forward the following motion:

**MOTION:**

THAT Administration be directed to bring forward a plan to increase revenue as a result of digital and standard advertising (examples: bus wraps; billboard signs) by February 2019. This plan can be to contract out or to dedicate staff to this initiative.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Jeff Peddle, Councillor  
**SECONDER:** Jane Stroud, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

Councillor K. McGrath put forward the following motion:

**MOTION:**

THAT the “Welcome and Thank You for Visiting” sign at the entrance to the Regional Municipality of Wood Buffalo on Highway 63 by Mariana Lake be saved and upgraded to encompass Treaty 8, Métis and the entire region with a significant design to be completed in-house by January 31, 2019.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Keith McGrath, Councillor  
**SECONDER:** Jeff Peddle, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

Return

Councillor K. Balsom returned to the meeting at 1:44 p.m.

**4.8. Human Resources**

Kari Westhaver, Director, Carrie Dow, Manager, Labour Relations, and Tammy Stevenson, Manager, Recruitment and Employee Development, presented the 2019 proposed Operating Budget for the Human Resources Department.

**4.9. Executive Offices**

Jade Brown, Chief Legislative Officer, and Audrey Rogers, Senior Manager, Corporate Governance, presented the 2019 proposed Operating Budget for the Executive Offices, which includes Mayor and Council, Legislative Services, Office of the Chief Administrative Officer, Corporate Governance, and Legal Services.

Exit and Return

Councillor S. Lalonde exited the meeting at 2:04 p.m. and returned at 2:06 p.m.

Recess

A recess occurred from 2:15 p.m. to 2:28 p.m.

**4.10. Corporate and Community Services**

Elsie Hutton, Director, Philip Schofield, Regional Assessor, AnnMarie Hintz, Senior Manager, Information Technology, Toni Elliot, Manager, Community Investment Program, Kimberly Snow, Acting Manager, Neighbourhood and Community Development, and Cindy Chiasson, Senior Manager, Procurement, presented the 2019 proposed Operating Budget for the Corporate and Community Services Department.

Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Community Investment Program Branch budget and exited the meeting at 2:42 p.m.

Elsie Hutton, Director, and Toni Elliot, Manager, Community Investment Program, presented the 2019 proposed Operating Budget for the Community Investment Program Branch.

Return

Councillor K. Balsom returned to the meeting at 2:47 p.m.

Exit and Return

Councillor K. McGrath exited the meeting at 3:10 p.m. and returned at 3:12 p.m.

**4.11. Financial Services**

Linda Ollivier, Director, presented on the 2019 proposed Operating Budget for the Financial Services Department.

Recess

A recess occurred from 3:19 p.m. to 4:01 p.m.

**5. 2019 Operating Budget Deliberations****MOTION:**

THAT the 2019 Operating Budget, in the amount of \$754,649,833 be approved, \$379,789,989 for Municipal Operations, excluding the Communications, Stakeholder, Indigenous and Rural Relations Department, and the Land Administration Branch, \$60,000,000 for undrawn debt reduction, \$20,464,101 as a transfer to the Emerging Issues Reserve and \$255,946,000 as a transfer to the Capital Infrastructure Reserve be approved.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Keith McGrath, Councillor  
**SECONDER:** Sheila Lalonde, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**ABSENT:** Inglis, Voyageur

Pecuniary Interest

Councillor K. Balsom declared a pecuniary interest in the Communications, Stakeholder, Indigenous and Rural Relations Department budget and exited the meeting at 4:04 p.m.

**MOTION:**

THAT the 2019 Operating Budget be amended to add \$8,257,807 for the Communications, Stakeholder, Indigenous and Rural Relations Department.

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Phil Meagher, Councillor  
**SECONDER:** Jeff Peddle, Councillor  
**FOR:** Scott, Allen, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Balsom  
**ABSENT:** Inglis, Voyageur

Return

Councillor K. Balsom returned to the meeting at 4:05 p.m.

Pecuniary Interest

Councillor M. Allen declared a pecuniary interest in the Land Administration Branch portion of the Planning and Development presentation and exited the meeting at 4:06 p.m.

**MOTION:**

THAT the 2019 Operating Budget be amended to add \$3,666,086 for the Land Administration Branch;

**RESULT:** CARRIED [8 TO 0]  
**MOVER:** Jeff Peddle, Councillor  
**SECONDER:** Sheila Lalonde, Councillor  
**FOR:** Scott, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**PECUNIARY**  
**INTEREST:** Allen  
**ABSENT:** Inglis, Voyageur

#### Return

Councillor M. Allen returned to the meeting at 4:08 p.m.

#### **MOTION:**

THAT the 2020 - 2021 Financial Plan in the amount of \$734,392,764 and \$713,917,764 respectively, with funding transfers to the Capital Infrastructure Reserve of \$278,113,468 and \$274,872,276 respectively and \$35,000,000 and \$15,000,000 respectively per year for undrawn debt reduction, be used as the basis for the development of the respective subsequent budgets.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Don Scott, Mayor  
**SECONDER:** Verna Murphy, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**ABSENT:** Inglis, Voyageur

#### Assuming of Chair

Deputy Mayor K. McGrath assumed the Chair at 4:11 p.m. Mayor Scott put forward the following motion:

#### **MOTION**

THAT Administration develop and bring forward a plan by the end of the first quarter of 2019 to pay off all municipal debt by the end of the second quarter of 2021.



**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Don Scott, Mayor  
**SECONDER:** Verna Murphy, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud  
**ABSENT:** Inglis, Voyageur

Resuming of Chair

Mayor D. Scott resumed the Chair at 4:16 p.m.

Recess

The meeting recessed at 4:17 p.m. and will reconvene at 4:20 p.m. on Thursday, November 29, 2018.

**Minutes of a Special 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 Thursday, November 29, 2018, commencing at 4:20 PM.**

**Present:**

Don Scott, Mayor  
 Mike Allen, Councillor  
 Krista Balsom, Councillor  
 Sheila Lalonde, Councillor  
 Keith McGrath, Councillor  
 Phil Meagher, Councillor  
 Verna Murphy, Councillor  
 Jeff Peddle, Councillor  
 Jane Stroud, Councillor

**Absent:**

Bruce Inglis, Councillor  
 Claris Voyageur, Councillor

**Administration:**

Annette Antoniak, Chief Administrative Officer  
 Jamie Doyle, Deputy Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer  
 Marc Fortais, Director, Public Works  
 Matthew Hough, Director, Engineering  
 Elsie Hutton, Director, Corporate and Community Services  
 Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations  
 Brad McMurdo, Director, Planning and Development  
 Linda Ollivier, Director, Financial Services  
 Darlene Soucy, Legislative Officer

**1. Reconvene**

Mayor D. Scott reconvened the meeting at 4:20 p.m.

**2. Public Delegations**

Mayor D. Scott called for public delegations from the gallery. No one came forward to speak.

### **3. 2019 Capital Budget Presentations**

It was agreed by unanimous consent to rearrange the order of the 2019 Capital Budget Presentations to accommodate members of the public in the gallery who may wish to speak to an item.

#### **3.1. Public Works**

Marc Fortais, Director, Public Works, presented the 2019 Proposed Community Investment Grant - Capital for the Vista Ridge Recreational Association.

#### **3.5 Communications, Stakeholder, Indigenous and Rural Relations**

Lynda McLean, Director, presented the 2019 Proposed Capital Budget for the Communications, Stakeholder, Indigenous and Rural Relations Department.

#### **3.3 Planning and Development**

Brad McMurdo, Director, presented the 2019 Proposed Capital Budget for the Planning and Development Department.

#### **3.2 Regional Emergency Services**

Jody Butz, Regional Fire Chief, Perry Gillam, Deputy Chief, and Brad Grainger, Deputy Chief, presented on the 2019 Proposed Capital Budget for the Regional Emergency Services Department.

#### **Recess**

The meeting recessed at 4:42 p.m. and will reconvene at 9:00 a.m. on Friday, November 30, 2018.

### **November 30, 2018**

#### **Present:**

Don Scott, Mayor  
Mike Allen, Councillor  
Krista Balsom, Councillor  
Sheila Lalonde, Councillor  
Keith McGrath, Councillor  
Phil Meagher, Councillor  
Verna Murphy, Councillor  
Jeff Peddle, Councillor  
Jane Stroud, Councillor

#### **Absent:**

Bruce Inglis, Councillor  
Claris Voyageur, Councillor

**Administration:**

Annette Antoniak, Chief Administrative Officer  
 Jamie Doyle, Deputy Chief Administrative Officer  
 Jade Brown, Chief Legislative Officer  
 Marc Fortais, Director, Public Works  
 Matthew Hough, Director, Engineering  
 Elsie Hutton, Director, Corporate and Community Services  
 Lynda McLean, Director, Communications, Stakeholder, Indigenous and Rural Relations  
 Brad McMurdo, Director, Planning and Development  
 Linda Ollivier, Director, Financial Services  
 Darlene Soucy, Legislative Officer

**Reconvene**

Mayor D. Scott reconvened the meeting at 9:00 a.m.

**3.6 Corporate and Community Services**

Elsie Hutton, Director, and AnnMarie Hintz, Senior Manager, Information Technology, presented the 2019 Proposed Capital Budget for the Corporate and Community Services Department.

A number of motions were brought forward during the meeting with respect to the 2019 Proposed Capital Budget.

**MOTION:**

THAT an additional \$100,000 be added to the 2019 Proposed Community Investment Grant - Capital for the Regional Recreation Corporation of Wood Buffalo for the replacement of the main doors at the Suncor Community Leisure Centre to both modernize and enhance facility accessibility with automatic doors.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Verna Murphy, Councillor
<b>SECONDER:</b>	Krista Balsom, Councillor
<b>FOR:</b>	Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Stroud
<b>ABSENT:</b>	Inglis, Peddle, Voyageur

**MOTION:**

THAT an additional \$550,000 be added to the 2019 Proposed Community Investment Grant - Capital for the Regional Recreation Corporation of Wood Buffalo for the completion of the paved golf paths at the Miskanaw Golf Club.

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

### 3.1 Public Works

Marc Fortais, Director, Public Works, presented the remainder of 2019 Proposed Capital Budget for the Public Works Department.

#### Exit and Return

Councillor K. McGrath exited the meeting at 10:01 a.m. and returned at 10:05 a.m.

#### Recess

A recess occurred from 10:28 a.m. to 10:50 a.m.

#### **MOTION:**

THAT the existing Regional Municipality of Wood Buffalo billboard sign on McKenzie Boulevard be relocated to Airport Road, or if relocation is costly, then a new sign be designed for Airport Road, with a significant design and costing to be completed by February 15, 2019.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Keith McGrath, Councillor  
**SECONDER:** Sheila Lalonde, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Stroud  
**ABSENT:** Inglis, Peddle, Voyageur

#### **MOTION:**

THAT an additional \$900,000 be added to the riverfront park development - trails and docks park development for increased lighting and usability enhancements (Project Ref #195).

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

**MOTION:**

THAT Administration conduct a feasibility study to create an integrated trail system for the neighbourhood of Prairie Creek, and to report back within three months with costing and an implementation plan for the 2019 fiscal year.

**RESULT:** CARRIED [6 TO 2]  
**MOVER:** Krista Balsom, Councillor  
**SECONDER:** Jane Stroud, Councillor  
**FOR:** Scott, Allen, Balsom, McGrath, Murphy, Stroud  
**AGAINST:** Lalonde, Meagher  
**ABSENT:** Inglis, Peddle, Voyageur

Assuming of Chair

Deputy Mayor K. McGrath assumed the Chair at 11:14 a.m. Mayor D. Scott put forward the following motion:

**MOTION:**

THAT Administration initiate stakeholder engagements regarding downtown revitalization.

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Don Scott, Mayor  
**SECONDER:** Krista Balsom, Councillor  
**FOR:** Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Stroud  
**ABSENT:** Inglis, Peddle, Voyageur

Resuming of Chair

Mayor D. Scott resumed the Chair at 11:18 a.m.

Assuming of Chair

Deputy Mayor K. McGrath assumed the Chair at 11:18 a.m. Mayor D. Scott put forward the following motion:

**MOTION:**

THAT Administration explore options to encourage the development of a bowling alley within the region and report back by August 1, 2019.

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

#### Resuming of Chair

Mayor D. Scott resumed the Chair at 11:22 a.m.

### **3.4 Engineering**

Matthew Hough, Director, presented the 2019 Proposed Capital Budget for the Engineering Department.

#### Exits and Returns

Councillor K. McGrath exited the meeting at 11:43 a.m. and returned at 11:49 a.m.

Councillor K. Balsom exited the meeting at 11:45 a.m. and returned at 11:51 a.m.

Councillor S. Lalonde exited the meeting at 11:51 and returned at 11:54 a.m.

Councillor K. McGrath exited the meeting at 11:52 a.m. and returned at 11:53 a.m.

#### Point of Order

Councillor P. Meagher raised a Point of Order regarding a Public Art Reserve question raised by Councillor K. Balsom, noting that this question is not pertinent to the proposed Engineering Capital Budget.

Mayor D. Scott upheld the Point of Order as questions regarding the Public Art Reserve would be raised during the 2019 Capital Budget Deliberations.

#### Exits and Returns

Councillor K. McGrath exited the meeting at 12:08 p.m. and returned at 12:11 p.m.

Councillor S. Lalonde exited the meeting at 12:13 p.m. and returned at 12:15 p.m.

Councillor K. Balsom exited the meeting at 12:35 p.m. and returned at 12:37 p.m.

#### **MOTION:**

THAT a feasibility study be undertaken with respect to implementing emergency sirens through the Regional Municipality of Wood Buffalo; and

THAT the results of the study be presented to Council as part of the 2020 Proposed Capital Budget.

**RESULT:**        **DEFEATED [2 TO 6]**  
**MOVER:**        Sheila Lalonde, Councillor  
**SECONDER:**   Krista Balsom, Councillor  
**FOR:**            Balsom, Lalonde  
**AGAINST:**       Scott, Allen, McGrath, Meagher, Murphy, Stroud  
**ABSENT:**        Inglis, Peddle, Voyageur

**MOTION:**

THAT the Northside Twin Arena Design in the amount of \$4,000,000 (pre-existing design balance) and the Northside Twin Arena Construction in the amount of \$34,500,000 be added to the 2019 Capital Budget.

**RESULT:**        **DEFEATED [1 TO 7]**  
**MOVER:**        Keith McGrath, Councillor  
**SECONDER:**   Sheila Lalonde, Councillor  
**FOR:**            McGrath  
**AGAINST:**       Scott, Allen, Balsom, Lalonde, Meagher, Murphy, Stroud  
**ABSENT:**        Inglis, Peddle, Voyageur

Assuming of Chair

Deputy Mayor K. McGrath assumed the Chair at 1:19 p.m. Mayor D. Scott put forward the following motion:

**MOTION:**

THAT the procurement and design work for the A Frame Road Paving, Lift Station and Sanitary Forcemain Installation Capital Project be fast tracked, and the paving be accelerated to the extent which can be achieved by engineering.

Ken Williams, Colliers International, spoke in support of the motion.

**RESULT:**        **CARRIED [UNANIMOUS]**  
**MOVER:**        Don Scott, Mayor  
**SECONDER:**   Verna Murphy, Councillor  
**FOR:**            Scott, Allen, Balsom, Lalonde, McGrath, Meagher, Murphy, Stroud  
**ABSENT:**        Inglis, Peddle, Voyageur

Resuming of Chair

Mayor D. Scott resumed the chair at 1:26 p.m.



Recess

A recess occurred from 1:29 p.m. to 3:21 p.m., at which time Councillor J. Peddle entered the meeting. Councillor K. McGrath did not return after the recess.

**4. 2019 Capital Budget Deliberations****MOTION:**

THAT the 2019 Capital Budget in the amount of \$256,680,449 and \$638,950 Public Art Fund transfer totaling \$257,319,399 be approved as set out on Attachment 1, 2019 Capital Budget, dated November 30, 2018, as follows:

Capital Infrastructure Reserve	\$228,736,066
Grants	<u>28,583,333</u>
Total	<u>\$257,319,399</u>

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

**MOTION:**

THAT the net budget reduction on multi-year projects in progress totaling \$4,003,648 as set out on Attachment 2, 2019 Capital Budget - Multi-Year Projects - In Progress - Cash Flow Changes, dated November 30, 2018, be approved.

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

**MOTION:**

THAT the new multi-year projects totaling \$53,300,875 as set out on Attachment 3, 2019 Capital Budget New Multi-Year Projects - Cash Flow, dated November 30, 2018, be approved.

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

**MOTION:**

THAT the cash flow on multi-year projects totaling \$635,215,548 as set out on Attachment 4, 2020 - 2023 Capital Plan - Multi-Year Projects - Cash Flow, dated November 30, 2018, be approved.

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

Linda Ollivier, Director, Financial Services, provided an overview of the proposed amendment to the 2019 Operating Budget, noting that the total remains the same and only amends the allocation of the amounts based on the capital budget motions that were passed earlier today.

**MOTION:**

THAT the 2019 Operating Budget be amended to reflect the following:

- \$377,935,039 for Municipal Operations (excluding Communications, Stakeholder, Indigenous and Rural Relations Department, Community Investment Program Sustaining Grants and the Land Administration Branch budgets, which were previously and separately approved);
- \$60,000,000 for undrawn debt reduction;
- \$19,090,702 as a transfer to the Emerging Issues Reserve; and
- \$257,319,399 as a transfer to the Capital Infrastructure Reserve.

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

### **Adjournment**

The meeting adjourned at 3:31 p.m.

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Mayor

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Chief Legislative Officer

Minutes Acceptance: Minutes of Nov 29, 2018 4:20 PM (Consent Agenda)

Legend
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	2019 Request	Public Art Reserve	2019 Request (Including Public Art Reserve)	2019 Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debenture Financing
5	Accommodations & Land	2017	Building Life Cycle - 2017-2021	\$ 2,412,960	\$ -	\$ 2,412,960	CIR			2,412,960		
6	Accommodations & Land	2016	Building Security Infrastructure Upgrades	1,793,023	-	1,793,023	CIR			1,793,023		
7	Public Safety	2014	Flood Mitigation - Design (readded)	2,500,000	-	2,500,000	CIR			2,500,000		
11	Environmental	2015	Rural Infrastructure Rehabilitation 2015-2017 - Construction	39,000,000	-	39,000,000	CIR/MSI	6,000,000		33,000,000		
13	Accommodations & Land	2018	Building Access and Roof System - Design/Build	605,178	-	605,178	CIR			605,178		
15	Accommodations & Land	2018	Jubilee Center Renovations - Construction	7,566,336	-	7,566,336	CIR			7,566,336		
23	Environmental	2014	Rural Water and Sewer Servicing - Construction	51,000,000	-	51,000,000	CIR/MSI	10,000,000		41,000,000		
31	Environmental	2016	Confederation Way Sanitary Sewer Phase 2 - Construction	8,000,000	-	8,000,000	CIR			8,000,000		
34	Environmental	2016	Fort McMurray WWTP Process Improvements - Construction	6,000,000	-	6,000,000	CIR			6,000,000		
39	Environmental	2017	Thickwood Perimeter Sewer - Construction	7,500,000	-	7,500,000	CIR/GTF		6,000,000	1,500,000		
44	Public Facilities	2018	Fort Chipewyan Lift Station Upgrades - Construction	14,000,000	-	14,000,000	CIR			14,000,000		
47	Environmental	2018	Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	4,000,000	-	4,000,000	CIR			4,000,000		
56	Environmental	2018	Conklin Sewage Lagoon - Design and Construction	4,000,000	-	4,000,000	CIR			4,000,000		
85	Parks/Recreation	2018	Pea Gravel Upgrades - Design Build	1,265,000	-	1,265,000	CIR			1,265,000		
91	Parks/Recreation	2018	Spray Park Replacement Program - Design Build	1,276,000	-	1,276,000	CIR			1,276,000		
93	Parks/Recreation	2018	Fort Chipewyan Mamawi Hall/Arena - Playground	100,000	-	100,000	CIR			100,000		
142	Transportation	2017	Transit Facility (Green TRIP) - Construction	7,550,000	-	7,550,000	CIR	5,033,333		2,516,667		
149	Environmental	2018	Fort Chipewyan Sewer Services Extension	500,000	-	500,000	CIR			500,000		
Subtotal: Other than first year of a multi-year project				\$ 159,068,497	\$ -	\$ 159,068,497	-	21,033,333	\$ 6,000,000	\$ 132,035,164	\$ -	\$ -
150	Transportation	2019	2019 Snow Disposal Site - Construction	\$ 8,000,000	\$ 150,000	\$ 8,150,000	CIR			8,000,000		
151	Environmental	2019	A Frame Road Paving, Lift Station and Sanitary Forcemain Installation	2,000,000	40,000	2,040,000.00	CIR			2,000,000		
152	Public Safety	2019	Rural Egress Road Design	900,000	7,500	907,500.00	CIR			900,000		
153	Environmental	2019	Fort McMurray Filter 1-4 Efficiency Improvements	200,000	7,500	207,500.00	CIR			200,000		
154	Public Facilities	2019	Fort Chipewyan 6 Bay Garage & Animal Control Facility	100,000	35,500	135,500.00	CIR			100,000		
155	Environmental	2019	Timberline Sewage Chamber - Design and Construction	250,000	-	250,000.00	CIR			250,000		
156	Transportation	2019	Urban Infrastructure Rehabilitation Design 2019 -2021	1,250,000	17,500	1,267,500.00	CIR			1,250,000		
157	Environmental	2019	Fort McMurray Landfill Closure Cells 1,2,3 Lateral Expansion and Old Landfill	3,500,000	32,500	3,532,500.00	CIR			3,500,000		
158	Parks/Recreation	2019	Memorial Park - Construction	500,000	7,500	507,500.00	CIR			500,000		
159	Transportation	2019	Urban Infrastructure Rehabilitation Construction 2019	17,200,000	136,000	17,336,000.00	CIR			17,200,000		
160	Transportation	2019	Urban Infrastructure Rehabilitation Street Improvement 2019	10,000,000	75,000	10,075,000.00	CIR			10,000,000		
161	Transportation	2019	Rural Roads and Parking Lots Paving - Fort Chipewyan - Design and Construction	1,000,000	25,500	1,025,500.00	CIR			1,000,000		
162	Parks/Recreation	2019	Off Highway Vehicle Fencing	637,875	-	637,875.00	CIR			637,875		
166	Parks/Recreation	2019	Vista Ridge Capital Grant 2019 - 2021	1,873,500	-	1,873,500.00	CIR			1,873,500		
169	Machinery & Equipment	2019	Customer Relationship Management System 311	1,200,000	-	1,200,000.00	CIR			1,200,000		
183	Public Facilities	2019	Fort McKay Pavilion	2,100,000	30,000	2,130,000.00	CIR			2,100,000		
184	Parks/Recreation	2019	Saprae Creek Community Hall - Construction	2,000,000	25,000	2,025,000.00	CIR			2,000,000		
Subtotal: First year of a multi-year project				\$ 52,711,375	\$ 589,500	\$ 53,300,875	-	-	\$ -	\$ 52,711,375	\$ -	\$ -

Minutes Acceptance: Minutes of Nov 29, 2018 4:20 PM (Consent Agenda)

<b>Legend</b>
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	2019 Request	Public Art Reserve	2019 Request (Including Public Art Reserve)	2019 Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debenture Financing
66	Environmental	2019	Recycle Chamber	\$ 75,000	\$ -	\$ 75,000	CIR			75,000		
163	Environmental	2019	Fort Chipewyan Surface Drainage Improvements - Preliminary Engineering & Design	600,000	-	600,000	CIR			600,000		
164	Environmental	2019	Fort McKay Sewage Lagoon and Lift Station Upgrade - Preliminary Engineering	250,000	-	250,000	CIR			250,000		
165	Environmental	2019	Fort McKay Water Supply Infrastructure Rehabilitation - Preliminary Engineering	300,000	-	300,000	CIR			300,000		
167	Transportation	2019	Four Lanings Franklin Avenue - Morrison to Hardin Street	1,500,000	7,500	1,507,500	CIR			1,500,000		
168	Transportation	2019	Franklin Avenue Sidewalks opposite Jubilee Centre - Construction	900,000	-	900,000	CIR			900,000		
170	Transportation	2019	Satellite Yard Lights	250,000	-	250,000	CIR			250,000		
171	Machinery & Equipment	2019	7th Floor Technology Replacement	165,000	-	165,000	CIR			165,000		
172	Public Facilities	2019	Facility Capital	750,000	-	750,000	CIR			750,000		
173	Public Facilities	2019	Jubilee Major Maintenance	1,500,000	7,500	1,507,500	CIR			1,500,000		
174	Environmental	2019	Timberlea PRV Station #2 - Design and Construction	330,000	-	330,000	CIR			330,000		
175	Parks/Recreation	2019	Beacon Hill Trail Bridge Replacement	250,000	-	250,000	CIR			250,000		
176	Public Facilities	2019	Casman Centre Arena Roof Top Units	1,140,000	5,700	1,145,700	CIR			1,140,000		
177	Environmental	2019	Fort McMurray WTP - Crossflow Clarifier Life Cycling	500,000	-	500,000	CIR			500,000		
178	Parks/Recreation	2019	Community Playground Replacements(St. Paul, Cree Road, Prairie Creek)	650,000	-	650,000	CIR			650,000		
179	Transportation	2019	Confederation Way Reslope - Abrams Landing to Dickinsfield Snow Dump	440,000	-	440,000	CIR			440,000		
180	Machinery & Equipment	2019	Council Chambers Technology Replacement	1,400,000	-	1,400,000	CIR			1,400,000		
181	Parks/Recreation	2019	Cricket Practice Pitch	180,000	-	180,000	CIR			180,000		
182	Public Safety	2019	Fort Chipewyan Sidewalk to Doghead	872,000	-	872,000	CIR			872,000		
185	Public Facility	2019	Draper Community Gathering Place - Design	300,000	-	300,000	CIR			300,000		
186	Transportation	2019	Chip Seal Highway 48 Fort Fitzgerald to Fort Smith	1,600,000	-	1,600,000	CIR			1,600,000		
189	Parks/Recreation	2019	Janvier School Field - Design Build	250,000	-	250,000	CIR			250,000		
190	Parks/Recreation	2019	Lions Park Upgrade	100,000	-	100,000	CIR			100,000		
191	Parks/Recreation	2019	McMurray Experience Technology Replacement	950,000	-	950,000	CIR			950,000		
192	Public Facility	2019	Moberly Park Playground	150,000	-	150,000	CIR			150,000		
193	Parks/Recreation	2019	Parking Lot Upgrades (Various Parks)	1,350,000	6,750	1,356,750	CIR			1,350,000		
194	Lifecycle - Acquisition and/o	2019	REOC Technology Replacement	400,000	-	400,000	CIR			400,000		
195	Parks/Recreation	2019	Riverfront Park Development - Trails and Docks	2,900,000	10,000	2,910,000	CIR			2,900,000		
196	Parks/Recreation	2019	Ron Morgan/Ross Hennigar Park Upgrades	1,100,000	5,500	1,105,500	CIR			1,100,000		
197	Transportation	2019	Salt and Sand Storage Shed - For Chipewyan	250,000	-	250,000	CIR			250,000		
199	Parks/Recreation	2019	Syncrude Athletic Park - Infield Irrigation	275,000	-	275,000	CIR			275,000		
200	Parks/Recreation	2019	Tennis Court Fence Replacements	500,000	-	500,000	CIR			500,000		
202	Parks/Recreation	2019	Waterways Tennis Court Replacement	675,000	-	675,000	CIR			675,000		
203	Parks/Recreation	2019	Wood Buffalo Spray Park Washroom	400,000	-	400,000	CIR			400,000		
204	Public Safety	2019	Fire Training Multi-Use Tower	1,500,000	-	1,500,000	CIR			1,500,000		
205	Public Safety	2019	FireSmart Interpretive Trail - Design and Construction	1,300,000	6,500	1,306,500	GOA FireSmart	1,300,000		-		
206	Cultural & Historical	2019	New Corporate Website - rmwb.ca	153,000	-	153,000	CIR			153,000		
208	Parks/Recreation	2019	MacDonald Island Park Sustaining Capital Grant	3,005,000	-	3,005,000	CIR			3,005,000		
237	Environmental	2019	Land Acquisition 2019	1,500,000	-	1,500,000	CIR			1,500,000		
Subtotal: Single year project				\$ 30,710,000	\$ 49,450	\$ 30,759,450	-	1,300,000	\$ -	\$ 29,410,000	\$ -	\$ -
209	Environmental	2019	Overhead Crane Modifications 1A Lift Station	\$ 500,000	\$ -	\$ 500,000	CIR			500,000		
210	Accommodations & Land	2019	Casman Centre Arena Security Access System	130,000	-	130,000	CIR			130,000		
211	Machinery & Equipment	2019	Heavy Equipment Additions 2019	1,490,000	-	1,490,000	CIR			1,490,000		
212	Machinery & Equipment	2019	Heavy Equipment Replacements 2019	4,980,000	-	4,980,000	CIR			4,980,000		
213	Machinery & Equipment	2019	IT Infrastructure Upgrades 2019	1,712,000	-	1,712,000	CIR			1,712,000		
214	Machinery & Equipment	2019	Light Equipment Additions 2019	60,000	-	60,000	CIR			60,000		
215	Machinery & Equipment	2019	Light Equipment Replacements 2019	1,390,000	-	1,390,000	CIR			1,390,000		
216	Public Safety	2019	9-1-1 Business Continuity Project(Back Up Center)	598,577	-	598,577	CIR/ 911 Grant	250,000		348,577		
217	Public Safety	2019	Vehicle Fire Training Prop	65,000	-	65,000	CIR			65,000		
218	Public Safety	2019	Ambulance Replacement (2)	500,000	-	500,000	CIR			500,000		
219	Public Safety	2019	Exterior Fire Training Prop	65,000	-	65,000	CIR			65,000		
220	Public Safety	2019	Replacement of Pumper Trucks 310 & 311(Urban)	2,200,000	-	2,200,000	CIR			2,200,000		
238	Machinery & Equipment	2019	Quonset for Salt Shed - Anzac	500,000	-	500,000	CIR			500,000		
Subtotal: Equipment Purchases				\$ 14,190,577	\$ -	\$ 14,190,577	-	250,000	\$ -	\$ 13,940,577	\$ -	\$ -

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<b>Legend</b>
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	2019 Request	Public Art Reserve	2019 Request (Including Public Art Reserve)	2019 Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debenture Financing
Public Art - 2019										\$ 638,950		
Total - 2019 Capital Budget				\$ 256,680,449	\$ 638,950	\$ 257,319,399	\$ -	22,583,333	\$ 6,000,000	\$ 228,736,066	\$ -	\$ -

Regional Municipality of Wood Buffalo  
2019 Capital Budget - Multi-Year Projects - In Progress - Cash Flow Changes  
November 2019

## Attachment 2

Legend	
Other than first year of a multi-year project	
Approved in a prior year (carry forward), no future budget request	
Single year project	

Ref #	Budget Approval Year	Exp I/O	Project Name	2018 & Prior Approved	2019 Request	2020 Request	2021 Request	2022 Request	Thereafter (2023+)	Total Budget All years
<b>A - Original Budget/ cashflow as approved by Council &amp; Fiscal Policy</b>										
<b>A.1. Ongoing multi year projects with no cashflow changes</b>										
5	2017	601447 (Multiple)	Building Life Cycle - 2017-2021	\$ 4,762,000	\$ 2,412,960	\$ 2,412,960	\$ 2,412,960	\$ 2,510,000	\$ -	\$ 14,510,880
13	2018	601683	Building Access and Roof System - Design/Build	605,178	605,178	-	-	-	-	1,210,356
34	2016	601316	Fort McMurray WWTP Process Improvements - Construction	7,000,000	6,000,000	-	-	-	-	13,000,000
44	2018	601691	Fort Chipewyan Lift Station Upgrades - Construction	6,000,000	14,000,000	-	-	-	-	20,000,000
85	2018	601702	Pea Gravel Upgrades - Design Build	1,265,000	1,265,000	-	-	-	-	2,530,000
91	2018	601707/Multiple	Spray Park Replacement Program - Design Build	1,276,000	1,276,000	500,000	-	-	-	3,052,000
93	2018	601692	Fort Chipewyan Mamawi Hall/Arena - Playground	123,000	100,000	-	-	-	-	223,000
<b>Subtotal</b>				<b>\$ 21,031,178</b>	<b>\$ 25,659,138</b>	<b>\$ 2,912,960</b>	<b>\$ 2,412,960</b>	<b>\$ 2,510,000</b>	<b>\$ -</b>	<b>\$ 54,526,236</b>
<b>A.2. Ongoing multi year projects with cashflow changes</b>										
6	2016	601306 (Multiple)	Building Security Infrastructure Upgrades	\$ 2,994,280	\$ 1,243,023	\$ -	\$ -	\$ -	\$ -	\$ 4,237,303
7	2014	600871	Flood Mitigation - Design (readded)	552,908	-	-	-	-	-	552,908
9	2014	600870	Flood Mitigation - Construction	18,647,037	20,500,000	25,000,000	25,000,000	25,000,000	39,500,000	153,647,037
10	2008	600350	Clearwater Drive (Previously Prairie Loop Boulevard)	96,701,567	30,000,000	25,000,000	-	-	-	151,701,567
11	2015	601126	Rural Infrastructure Rehabilitation 2015-2017 - Construction	55,200,000	46,000,000	8,800,000	-	-	-	110,000,000
15	2018	601469	Jubilee Center Renovations - Construction	1,866,563	4,044,216	2,022,120	2,022,120	-	-	9,955,019
23	2014	600953	Rural Water and Sewer Servicing - Construction	94,100,000	49,000,000	19,000,000	17,900,000	-	-	180,000,000
27	2017	601487	Saunderson Pressure Reducing Valve (PRV) Station - Construction	7,000,000	19,524,000	-	-	-	-	26,524,000
29	2014	600854	Beacon Hill Outfall and Pipeline Upgrades Construction	9,673,858	13,326,142	-	-	-	-	23,000,000
31	2016	601309 (Multiple)	Confederation Way Sanitary Sewer Phase 2 - Construction	22,700,000	14,800,000	-	-	-	-	37,500,000
39	2017	601479	Thickwood Perimeter Sewer - Construction	12,500,000	12,525,000	13,525,000	23,005,500	-	-	61,555,500
47	2018	601708	Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	3,000,000	11,000,000	12,000,000	14,000,000	10,000,000	-	50,000,000
56	2018	601684	Conklin Sewage Lagoon - Design and Construction	750,000	12,955,000	2,045,000	-	-	-	15,750,000
109	2015	601044	Fort McKay Fire Hall - Construction	10,124,000	4,000,000	-	-	-	-	14,124,000
142	2017	601564	Transit Facility (Green TRIP) - Construction	2,100,000	21,700,000	7,700,000	-	-	-	31,500,000
149	2018	601693	Fort Chipewyan Sewer Services Extension	500,000	60,000	-	-	-	-	560,000
	2014	601024	Fort Chipewyan Animal Control Centre	2,780,000	-	-	-	-	-	2,780,000
	2014	600863	Clearwater Park System (Riverside Park System) - Remediation	20,607,639	-	-	-	-	-	20,607,639
	2018	601687	Envelope Stuffer	15,000	-	-	-	-	-	15,000
	2018	601455	Bus Bay Turnouts and Transit Shelter - Thickwood and Timberlea Construction	8,500,000	-	-	-	-	-	8,500,000
<b>Subtotal</b>				<b>\$ 370,312,852</b>	<b>\$ 260,677,381</b>	<b>\$ 115,092,120</b>	<b>\$ 81,927,620</b>	<b>\$ 35,000,000</b>	<b>\$ 39,500,000</b>	<b>\$ 902,509,973</b>

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Regional Municipality of Wood Buffalo  
2019 Capital Budget - Multi-Year Projects - In Progress - Cash Flow Changes  
November 2019

Attachment 2

Legend
Other than first year of a multi-year project
Approved in a prior year (carry forward), no future budget request
Single year project

Ref #	Budget Approval Year	Exp I/O	Project Name	2018 & Prior Approved	2019 Request	2020 Request	2021 Request	2022 Request	Thereafter (2023+)	Total Budget All years
A.3. Ongoing multi year projects not requiring funds in 2018										
	2007	600363	Enterprise Resource Planning	\$ 35,039,679	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 35,439,679
	2014	600848	Active Transportation Trail Phase 1 Construction	3,500,000	3,250,000	-	-	-	-	6,750,000
	2017	601484	Urban Arterial Boulevard Improvements & Beautification	14,000,000	6,000,000	-	-	-	-	20,000,000
Subtotal				\$ 52,539,679	\$ 9,650,000	\$ -	\$ -	\$ -	\$ -	\$ 62,189,679
Total Original Budget				\$ 443,883,709	\$ 295,986,519	\$ 118,005,080	\$ 84,340,580	\$ 37,510,000	\$ 39,500,000	\$ 1,019,225,888
B - Revised Budget/ cashflow										
B.1. Ongoing multi year projects with no cashflow changes										
5	2017	601447 (Multiple)	Building Life Cycle - 2017-2021	\$ 4,762,000	\$ 2,412,960	\$ 2,412,960	\$ 2,412,960	\$ 2,510,000	\$ -	\$ 14,510,880
13	2018	601683	Building Access and Roof System - Design/Build	605,178	605,178	-	-	-	-	1,210,356
34	2016	601316	Fort McMurray WWTP Process Improvements - Construction	7,000,000	6,000,000	-	-	-	-	13,000,000
44	2018	601691	Fort Chipewyan Lift Station Upgrades - Construction	6,000,000	14,000,000	-	-	-	-	20,000,000
85	2018	601702	Pea Gravel Upgrades - Design Build	1,265,000	1,265,000	-	-	-	-	2,530,000
91	2018	601707/Multiple	Spray Park Replacement Program - Design Build	1,276,000	1,276,000	500,000	-	-	-	3,052,000
93	2018	601692	Fort Chipewyan Mamawi Hall/Arena - Playground	123,000	100,000	-	-	-	-	223,000
Subtotal				\$ 21,031,178	\$ 25,659,138	\$ 2,912,960	\$ 2,412,960	\$ 2,510,000	\$ -	\$ 54,526,236
B.2. Ongoing multi year projects with cashflow changes										
6	2016	601306 (Multiple)	Building Security Infrastructure Upgrades	\$ 2,994,280	\$ 1,793,023	\$ 1,243,024	\$ -	\$ -	\$ -	\$ 6,030,327
7	2014	600871	Flood Mitigation - Design (readded)	552,908	2,500,000	3,373,546	3,373,546	-	-	9,800,000
9	2014	600870	Flood Mitigation - Construction	18,094,129	-	25,000,000	25,000,000	28,352,963	46,847,037	143,294,129
10	2008	600350	Clearwater Drive (Previously Prairie Loop Boulevard)	96,701,567	-	27,500,000	27,500,000	-	-	151,701,567
11	2015	601126	Rural Infrastructure Rehabilitation 2015-2017 - Construction	55,200,000	39,000,000	9,800,000	6,000,000	-	-	110,000,000
15	2018	601469	Jubilee Center Renovations - Construction	1,866,563	7,566,336	2,022,120	-	-	-	11,455,019
23	2014	600953	Rural Water and Sewer Servicing - Construction	94,100,000	51,000,000	50,000,000	24,900,000	-	-	220,000,000
27	2017	601487	Saunderson Pressure Reducing Valve (PRV) Station - Construction	7,000,000	-	10,800,000	8,724,000	-	-	26,524,000
29	2014	600854	Beacon Hill Outfall and Pipeline Upgrades Construction	9,673,858	-	13,326,142	-	-	-	23,000,000
31	2016	601309 (Multiple)	Confederation Way Sanitary Sewer Phase 2 - Construction	22,700,000	8,000,000	6,800,000	-	-	-	37,500,000
39	2017	601479	Thickwood Perimeter Sewer - Construction	12,500,000	7,500,000	13,525,000	12,775,500	15,255,000	-	61,555,500
47	2018	601708	Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	3,000,000	4,000,000	12,000,000	14,000,000	17,000,000	-	50,000,000
56	2018	601684	Conklin Sewage Lagoon - Design and Construction	750,000	4,000,000	11,000,000	-	-	-	15,750,000
109	2015	601044	Fort McKay Fire Hall - Construction	10,124,000	-	4,000,000	-	-	-	14,124,000
142	2017	601564	Transit Facility (Green TRIP) - Construction	17,450,000	7,550,000	-	-	-	-	25,000,000
149	2018	601693	Fort Chipewyan Sewer Services Extension	500,000	500,000	-	-	-	-	1,000,000
	2014	601024	Fort Chipewyan Animal Control Centre	194,260						194,260
	2014	600863	Clearwater Park System (Riverside Park System) - Remediation	4,407,639						4,407,639
	2018	601687	Envelope Stuffer	-						-
	2018	601455	Bus Bay Turnouts and Transit Shelter - Thickwood and Timberlea Construction	8,500,000	385,176					8,885,176
Subtotal				\$ 366,309,204	\$ 133,794,535	\$ 190,389,832	\$ 122,273,046	\$ 60,607,963	\$ 46,847,037	\$ 920,221,617
B.3. Ongoing multi year projects not requiring funds in 2018										
	2007	600363	Enterprise Resource Planning	\$ 35,039,679	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,039,679
	2014	600848	Active Transportation Trail Phase 1 Construction	3,500,000	-	-	-	-	-	3,500,000
	2017	601484	Urban Arterial Boulevard Improvements & Beautification	14,000,000	-	-	-	-	-	14,000,000

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Regional Municipality of Wood Buffalo  
2019 Capital Budget - Multi-Year Projects - In Progress - Cash Flow Changes  
November 2019

Attachment 2

<b>Legend</b>
Other than first year of a multi-year project
Approved in a prior year (carry forward), no future budget request
Single year project

Ref #	Budget Approval Year	Exp I/O	Project Name	2018 & Prior Approved	2019 Request	2020 Request	2021 Request	2022 Request	Thereafter (2023+)	Total Budget All years
			Subtotal	\$ 52,539,679	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 52,539,679
			Total Revised Proposed Budget	\$ 439,880,061	\$ 159,453,673	\$ 193,302,792	\$ 124,686,006	\$ 63,117,963	\$ 46,847,037	\$ 1,027,287,532
			Net Increase (Decrease) (B-A)	\$ (4,003,648)	\$ (136,532,846)	\$ 75,297,712	\$ 40,345,426	\$ 25,607,963	\$ 7,347,037	\$ 8,061,644

<b>Legend</b>
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Project Name	2019 Request	Public Art Reserve	2019 Request (Including Public Art Reserve)	2020 Request	2021 Request	2022 Request	Thereafter (2023+)	Total Budget All years (Incl. Public Art)
150	2019 Snow Disposal Site - Construction	\$ 8,000,000	150,000	8,150,000	15,000,000	7,000,000	-	-	30,150,000
151	A Frame Road Paving, Lift Station and Sanitary Forcemain Installation	\$ 2,000,000	40,000	2,040,000	6,000,000	-	-	-	8,040,000
152	Rural Egress Road Design	\$ 900,000	7,500	907,500	600,000	-	-	-	1,507,500
153	Fort McMurray Filter 1-4 Efficiency Improvements	\$ 200,000	7,500	207,500	1,300,000	-	-	-	1,507,500
154	Fort Chipewyan 6 Bay Garage & Animal Control Facility	\$ 100,000	35,500	135,500	6,000,000	1,000,000	-	-	7,135,500
155	Timberline Sewage Chamber - Design and Construction	\$ 250,000	-	250,000	75,000	-	-	-	325,000
156	Urban Infrastructure Rehabilitation Design 2019 -2021	\$ 1,250,000	17,500	1,267,500	1,250,000	1,000,000	-	-	3,517,500
157	Fort McMurray Landfill Closure Cells 1,2,3 Lateral Expansion and Old Landfill	\$ 3,500,000	32,500	3,532,500	3,000,000	-	-	-	6,532,500
158	Memorial Park - Construction	\$ 500,000	7,500	507,500	500,000	500,000	-	-	1,507,500
159	Urban Infrastructure Rehabilitation Construction 2019	\$ 17,200,000	136,000	17,336,000	10,000,000	-	-	-	27,336,000
160	Urban Infrastructure Rehabilitation Street Improvement 2019	\$ 10,000,000	75,000	10,075,000	5,000,000	-	-	-	15,075,000
161	Rural Roads and Parking Lots Paving - Fort Chipewyan - Design and Construction	\$ 1,000,000	25,500	1,025,500	4,100,000	-	-	-	5,125,500
162	Off Highway Vehicle Fencing	\$ 637,875	-	637,875	1,131,250	-	-	-	1,769,125
166	Vista Ridge Capital Grant 2019 - 2021	\$ 1,873,500	-	1,873,500	700,500	995,000	-	-	3,569,000
169	Customer Relationship Management System 311	\$ 1,200,000	-	1,200,000	100,000	-	-	-	1,300,000
183	Fort McKay Pavilion	\$ 2,100,000	30,000	2,130,000	4,100,000	-	-	-	6,230,000
184	Saprae Creek Community Hall - Construction	\$ 2,000,000	25,000	2,025,000	3,000,000	-	-	-	5,025,000
Total - 2019 Capital Budget, New Multi Year Projects		\$ 52,711,375	\$ 589,500	\$ 53,300,875	\$ 61,856,750	\$ 10,495,000	\$ -	\$ -	\$ 125,652,625

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**Regional Municipality of Wood Buffalo**  
**2020-2023 Capital Plan - Multi-Year Projects - Cash Flow**  
**November 2019**

Attachment

<b>Legend</b>
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	Total Annual Budget	Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debt/Financial
			<b>2020 Capital Plan</b>							
5	Accommodations & Land	2017	Building Life Cycle - 2017-2021	\$ 2,412,960	CIR			2,412,960		
6	Accommodations & Land	2016	Building Security Infrastructure Upgrades	1,243,024	CIR			1,243,024		
7	Public Safety	2014	Flood Mitigation - Design (readded)	3,373,546	CIR			3,373,546		
9	Public Safety	2014	Flood Mitigation - Construction	25,000,000	CIR			25,000,000		
10	Transportation	2008	Clearwater Drive (Previously Prairie Loop Boulevard)	27,500,000	CIR			27,500,000		
11	Environmental	2015	Rural Infrastructure Rehabilitation 2015-2017 - Construction	9,800,000	CIR/MSI	6,000,000		3,800,000		
15	Accommodations & Land	2018	Jubilee Center Renovations - Construction	2,022,120	CIR			2,022,120		
23	Environmental	2014	Rural Water and Sewer Servicing - Construction	50,000,000	CIR/MSI	10,000,000		40,000,000		
27	Environmental	2017	Saunderson Pressure Reducing Valve (PRV) Station - Construction	10,800,000	CIR			10,800,000		
29	Environmental	2014	Beacon Hill Outfall and Pipeline Upgrades Construction	13,326,142	CIR			13,326,142		
31	Environmental	2016	Confederation Way Sanitary Sewer Phase 2 - Construction	6,800,000	CIR			6,800,000		
39	Environmental	2017	Thickwood Perimeter Sewer - Construction	13,525,000	CIR/GTF		6,000,000	7,525,000		
47	Environmental	2018	Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	12,000,000	CIR			12,000,000		
56	Environmental	2018	Conklin Sewage Lagoon - Design and Construction	11,000,000	CIR			11,000,000		
91	Parks/Recreation	2018	Spray Park Replacement Program - Design Build	500,000	CIR			500,000		
109	Public Safety	2015	Fort McKay Fire Hall - Construction	4,000,000	CIR			4,000,000		
67	Environmental	2020	Landfill Storm Pond 2 - Design/Build	400,000	CIR			400,000		
150	Transportation	2019	2019 Snow Disposal Site - Construction	15,000,000	CIR			15,000,000		
151	Environmental	2019	A Frame Road Paving, Lift Station and Sanitary Forcemain Installation	6,000,000	CIR			6,000,000		
152	Public Safety	2019	Rural Egress Road Design	600,000	CIR			600,000		
153	Environmental	2019	Fort McMurray Filter 1-4 Efficiency Improvements	1,300,000	CIR			1,300,000		
154	Public Facilities	2019	Fort Chipewyan 6 Bay Garage & Animal Control Facility	6,000,000	CIR			6,000,000		
155	Environmental	2019	Timberline Sewage Chamber - Design and Construction	75,000	CIR			75,000		
156	Transportation	2019	Urban Infrastructure Rehabilitation Design 2019 -2021	1,250,000	CIR			1,250,000		
157	Environmental	2019	Fort McMurray Landfill Closure Cells 1,2,3 Lateral Expansion and Old Landfill	3,000,000	CIR			3,000,000		
158	Parks/Recreation	2019	Memorial Park - Construction	500,000	CIR			500,000		
159	Transportation	2019	Urban Infrastructure Rehabilitation Construction 2019	10,000,000	CIR			10,000,000		
160	Transportation	2019	Urban Infrastructure Rehabilitation Street Improvement 2019	5,000,000	CIR			5,000,000		
161	Transportation	2019	Rural Roads and Parking Lots Paving - Fort Chipewyan - Design and Construction	4,100,000	CIR			4,100,000		
162	Parks/Recreation	2019	Off Highway Vehicle Fencing	1,131,250	CIR			1,131,250		
166	Parks/Recreation	2019	Vista Ridge Capital Grant 2019 - 2021	700,500	CIR			700,500		
169	Machinery & Equipment	2019	Customer Relationship Management System 311	100,000	CIR			100,000		
183	Public Facilities	2019	Fort McKay Pavilion	4,100,000	CIR			4,100,000		
184	Parks/Recreation	2019	Saprae Creek Community Hall - Construction	3,000,000	CIR			3,000,000		
188	Environmental	2020	Fort Chipewyan Surface Drainage Improvements - Construction	1,500,000	CIR			1,500,000		
201	Transportation	2020	Secondary Egress Road - Construction	5,000,000	CIR			5,000,000		

Minutes Acceptance: Minutes of Nov 29, 2018 4:20 PM (Consent Agenda)

<b>Legend</b>
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	Total Annual Budget	Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debt/Financial
207	Environmental	2020	Abasand Reservoir Water Supply Line - Predesign & Design	300,000	CIR			300,000		
221	Public Safety	2020	2020 Ambulance Fleet Replacement	250,000	CIR			250,000		
222	Public Safety	2020	2020 Boat Replacement	120,000	CIR			120,000		
223	Public Safety	2020	2020 Ladder Truck Mid-Life Rebuild (Bronto)	300,000	CIR			300,000		
224	Public Safety	2020	2020 Ladder Truck Replacement	2,000,000	CIR			2,000,000		
225	Public Safety	2020	2020 RES Light Fleet Replacement (5)	250,000	CIR			250,000		
226	Public Safety	2020	2020 Replacement of Pumper Truck 309 (Janvier)	800,000	CIR			800,000		

Minutes Acceptance: Minutes of Nov 29, 2018 4:20 PM (Consent Agenda)

Regional Municipality of Wood Buffalo  
2020-2023 Capital Plan - Multi-Year Projects - Cash Flow  
November 2019

Attachment

Legend
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	Total Annual Budget	Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debt/Financial
227	Public Safety	2020	2020 Replacement of Pumper Truck 312 (Urban)	1,100,000	CIR			1,100,000		
228	Public Safety	2020	2020 Rescue Truck Replacement (Rural)	500,000	CIR			500,000		
Total - 2020 Capital Plan				\$ 267,679,542	-	16,000,000	6,000,000	245,679,542	-	\$ -
2021 Capital Plan										
5	Accommodations & Land	2017	Building Life Cycle - 2017-2021	\$ 2,412,960	CIR			2,412,960		
7	Public Safety	2014	Flood Mitigation - Design (readded)	3,373,546	CIR			3,373,546		
9	Public Safety	2014	Flood Mitigation - Construction	25,000,000	CIR			25,000,000		
10	Transportation	2008	Clearwater Drive (Previously Prairie Loop Boulevard)	27,500,000	CIR			27,500,000		
11	Environmental	2015	Rural Infrastructure Rehabilitation 2015-2017 - Construction	6,000,000	MSI	6,000,000		-		
23	Environmental	2014	Rural Water and Sewer Servicing - Construction	24,900,000	CIR/MSI	10,000,000		14,900,000		
27	Environmental	2017	Saunderson Pressure Reducing Valve (PRV) Station - Construction	8,724,000	CIR			8,724,000		
39	Environmental	2017	Thickwood Perimeter Sewer - Construction	12,775,500	CIR/GTF		6,000,000	6,775,500		
47	Environmental	2018	Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	14,000,000	CIR			14,000,000		
150	Transportation	2019	2019 Snow Disposal Site - Construction	7,000,000	CIR			7,000,000		
154	Public Facilities	2019	Fort Chipewyan 6 Bay Garage & Animal Control Facility	1,000,000	CIR			1,000,000		
156	Transportation	2019	Urban Infrastructure Rehabilitation Design 2019 -2021	1,000,000	CIR			1,000,000		
158	Parks/Recreation	2019	Memorial Park - Construction	500,000	CIR			500,000		
166	Parks/Recreation	2019	Vista Ridge Capital Grant 2019 - 2021	995,000	CIR			995,000		
187	Environmental	2021	Abasand Reservoir Water Supply Main - Construction	1,400,000	CIR			1,400,000		
188	Environmental	2020	Fort Chipewyan Surface Drainage Improvements - Construction	1,500,000	CIR			1,500,000		
198	Environmental	2021	Fort Chipewyan Water & Sanitary Sewer - Construction	4,750,000	CIR			4,750,000		
201	Transportation	2020	Secondary Egress Road - Construction	15,000,000	CIR			15,000,000		
236	Environmental	2021	Southwest Water Supply Line Phase 2 - Construction	8,000,000	CIR			8,000,000		
229	Public Safety	2021	2021 Ambulance Fleet Replacement	250,000	CIR			250,000		
230	Public Safety	2021	2021 RES Light Fleet Replacement	250,000	CIR			250,000		
231	Public Safety	2021	2021 Rural Pumper Replacement	800,000	CIR			800,000		
232	Public Safety	2021	2021 Tanker Replacement (Rural)	500,000	CIR			500,000		
233	Public Safety	2021	Pumper Truck for Fire Station #6	200,000	CIR			200,000		
Total - 2021 Capital Plan				\$ 167,831,006		\$ 16,000,000	\$ 6,000,000	\$ 145,831,006	\$ -	\$ -
2022 Capital Plan										
5	Accommodations & Land	2017	Building Life Cycle - 2017-2021	\$ 2,510,000	CIR			2,510,000		
9	Public Safety	2014	Flood Mitigation - Construction	28,352,963	CIR			28,352,963		
39	Environmental	2017	Thickwood Perimeter Sewer - Construction	15,255,000	CIR/GTF		6,000,000	9,255,000		
47	Environmental	2018	Storm/Sewer/Water Upgrades in Mackenzie/Beacon Hill - Construction	17,000,000	CIR			17,000,000		
67	Environmental	2020	Landfill Storm Pond 2 - Design/Build	3,140,000	CIR			3,140,000		
187	Environmental	2021	Abasand Reservoir Water Supply Main - Construction	1,000,000	CIR			1,000,000		
188	Environmental	2020	Fort Chipewyan Surface Drainage Improvements - Construction	1,300,000	CIR			1,300,000		
198	Environmental	2021	Fort Chipewyan Water & Sanitary Sewer - Construction	5,900,000	CIR			5,900,000		

Minutes Acceptance: Minutes of Nov 29, 2018 4:20 PM (Consent Agenda)

<b>Legend</b>
Other than first year of a multi-year project
First year of a pre-approved multi-year project - Construction Phase
First year of a multi-year project
Single year project
Equipment Project

Ref #	Major Category	Budget Approval Year	Project Name	Total Annual Budget	Funding Source(s)	Provincial Grants	Federal Grants	Reserve	Offsite Levy/Developer Charges	Debt/Financial
201	Transportation	2020	Secondary Egress Road - Construction	20,000,000	CIR			20,000,000		
233	Public Safety	2021	Pumper Truck for Fire Station #6	900,000	CIR			900,000		
234	Public Safety	2022	2022 Ambulance Fleet Replacement	250,000	CIR			250,000		
Total - 2022 Capital Plan				\$ 95,607,963		\$ -	\$ 6,000,000	\$ 89,607,963	\$ -	\$ -
2023+ Capital Plan										
9	Public Safety	2014	Flood Mitigation - Construction	\$ 46,847,037	CIR			46,847,037		
198	Environmental	2021	Fort Chipewyan Water & Sanitary Sewer - Construction	7,000,000	CIR			7,000,000		
201	Transportation	2020	Secondary Egress Road - Construction	50,000,000	CIR			50,000,000		
235	Public Safety	2023	2023 Ambulance Fleet Replacement	250,000	CIR			250,000		
Total - 2023 Capital Plan				\$ 104,097,037		\$ -	\$ -	\$ 103,847,037	\$ -	\$ -
Total - 2019 - 2023+ Capital Plan - Resourced				\$ 635,215,548		\$ 32,000,000	\$ 18,000,000	\$ 584,965,548	\$ -	\$ -

Minutes Acceptance: Minutes of Nov 29, 2018 4:20 PM (Consent Agenda)



**Subject: Bylaw No. 18/029 - Land Use Bylaw Map Amendment - Redistricting 9701 Franklin Avenue**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

1. THAT Bylaw No. 18/029, being an amendment to Land Use Bylaw No. 99/059 be read a first time.
2. THAT the public hearing be scheduled for January 8, 2019.

**Summary:**

The proposed bylaw is a map amendment to the Land Use Bylaw No. 99/059 (LUB), and re-districts the Subject Property from CBD1 - Central Business District to FRA1 - Franklin Core District. The Subject Property, located at 9701 Franklin Avenue (Attachment 2) is owned by the Regional Municipality of Wood Buffalo and is currently utilized by the Public Works department. The future property owner is intending to construct a Food and Beverage Commercial Development with a Drive-thru Service. The drive-thru component of the development is not contemplated in the CBD1 District, but it is considered in the FRA1 District. The proposed amendment would allow the drive-thru service to be located on the Subject Property.

**Background:**

The City Centre Area Redevelopment Plan (CCARP) was adopted in February 2012, which established a vision for the redevelopment of the Downtown. Shortly after, an amendment to the Land Use Bylaw No. 99/059 was passed, adding Part 9: City Centre Area Redevelopment Special Area, which established provisions specific to the Downtown and created Land Use Districts based on the CCARP. Following the amendment, the Subject Property became part of the newly created CBD1 - Central Business District.

In the CBD1 District, drive-thru services are prohibited. Existing drive-thru services are considered legally non-conforming while future development is required to comply with current standards. Therefore, the future property owner is currently unable to construct a drive-thru at the Subject Property.

Since 2012, development has not occurred at the anticipated scale and intensity. The 2018-2021 Strategic Plan Strategy & Initiative 2a - Encourage Development in the Downtown includes investigating land development initiatives to spur revitalization activity in the downtown, including updating the Land Use Bylaw and City Centre Area Redevelopment Plan. This amendment is consistent with that initiative.

**Budget/Financial Implications:**

There are no anticipated budget implications related to the passing of this bylaw. However, should this amendment facilitate re-development of the Subject Property, there could be an increase in tax revenue resulting from future development.

**Rationale for Recommendation:**

The Subject Property falls within the CBD1 - Central Business District of the Land Use Bylaw (LUB) and the proposed amendment re-districts the Subject Property to FRA1 - Franklin Core District. The difference between these two districts are minimal in terms of provisions, which are included in Attachment 3. The subtle differences between these two districts could however, encourage re-development of the subject property. Key changes between these two districts include:

1. The addition of drive-thru services as an accessory use;
2. A wider variety of building frontage types; and,
3. Increased flexibility in the location of surface parking.

The proposed amendment allows for greater flexibility in the District provisions and provides an opportunity for re-development of the Subject Property. The amendment is also consistent with the 2018-2021 Strategic Plan Strategy & Initiative 2a - Encourage Development in the Downtown and is a first step towards a comprehensive evaluation of the LUB.

**Strategic Priorities:**

Downtown Revitalization

**Attachments:**

- 1. Bylaw 18/029**
- 2. Subject Area Map**
- 3. Land Use District Comparison**



**BYLAW NO. 18/029****A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND LAND USE BYLAW NO. 99/059**

**WHEREAS** Section 639 of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to enact a bylaw adopting a Land Use Bylaw.

**AND WHEREAS** Section 191(1) of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to adopt a bylaw to amend a Land Use Bylaw.

**NOW THEREFORE**, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, hereby enacts as follows:

1. Land Use Bylaw No. 99/059 is hereby amended by redistricting ALL THAT PORTION OF RIVER LOT TEN (10) IN NEW TOWN OF FORT MCMURRAY IN THE SAID PROVINCE, DESCRIBED AS FOLLOWS COMMENCING AT THE INTERSECTION OF THE SOUTH WESTERLY LIMIT OF THE ROAD ALLOWANCE KNOWN AS FRANKLIN AVENUE CROSSING SAID LOT WITH THE SOUTH EASTERLY BOUNDARY OF SAID LOT THENCE SOUTH WESTERLY ALONG SAID SOUTH EASTERLY BOUNDARY THREE HUNDRED AND FORTY SIX (346) FEET TO A POINT, THENCE NORTH WESTERLY AND PARALLEL WITH THE SAID SOUTH WESTERLY LIMIT OF SAID GOVERNMENT ROAD ALLOWANCE, ONE HUNDRED AND FIFTY (150) FEET TO A POINT, THENCE NORTHERLY AND PARALLEL WITH SAID SOUTH EASTERLY BOUNDARY TO A POINT ON SAID SOUTH WESTERLY LIMIT, THENCE SOUTH EASTERLY ALONG THE SOUTH WESTERLY LIMIT OF SAID GOVERNMENT ROAD ALLOWANCE TO THE POINT OF COMMENCEMENT CONTAINING 0.486 HECTARES (1.20 ACRES) MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS from CBD1 – Central Business District to FRA1 – Franklin Core as depicted in Schedule A of this Bylaw.
2. This bylaw shall come into effect when it is passed.

READ a first time this                      XX day of                      XX, A.D. 2018.

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

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

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2018.

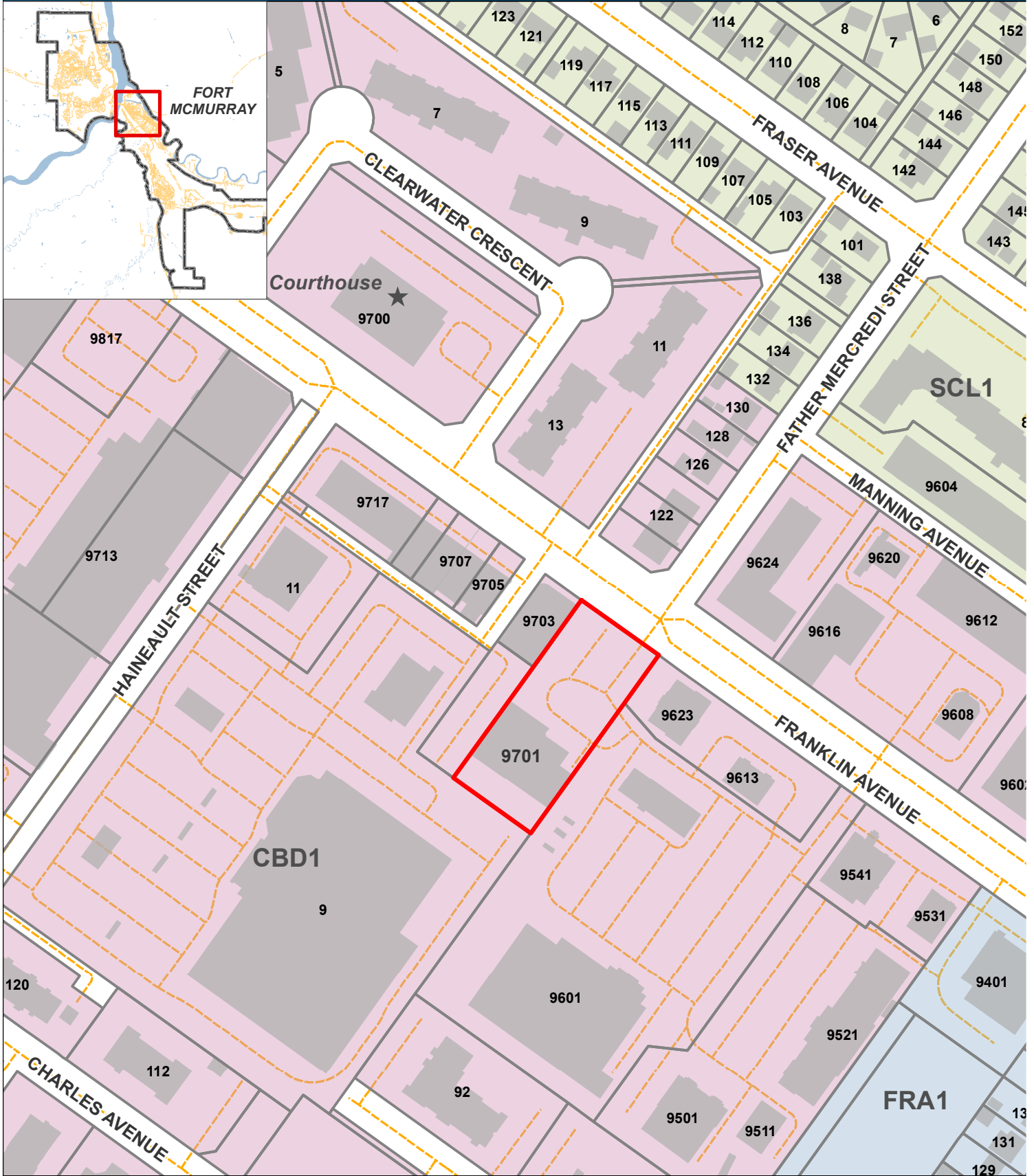
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Legislative Officer

# SUBJECT AREA MAP

9701 Franklin Avenue  
Portion of Lot 10, Plan McMurra

Attachment 2



## Zone

- CBD1 Central Business District
- FRA1 Franklin Core
- SCL1 Snyside/Clearwater Core

- Subject Area
- Titled Parcels
- Landmarks

- Building Outlines
- Water Bodies
- Roadways



1 cm = 25 meters



Map Produced for the Community  
Development Planning Branch

Packet Pg. 66

# Land Use District Comparison

## Land Use Changes

Land Uses	CBD1 - Central Business District	FRA1 – Franklin Core
<b>Limited Commercial<sup>i</sup></b>	Not included	Discretionary Use
<b>Neighbourhood Commercial<sup>ii</sup></b>	Permitted Use	Not included
<b>Service Commercial<sup>iii</sup></b>	Discretionary Use	Permitted Use
<b>Accessory Surface Parking</b>	Discretionary Use	Permitted Use

## Changes to Regulating Plan Areas

Provisions	CBD1 - Central Business District	FRA1 – Franklin Core
<b>Site Access</b>	<b>Vehicular Entrances Permitted</b>	Driveways are Discretionary
	<b>Vehicular Entrances</b>	Driveways are Discretionary, but shall at least meet: Min. 12m separation from intersection. Max. avg. 1 driveway per 30m of block frontage, right-in, right-out only
	<b>Vehicular Entrance Width</b>	N/A
	<b>Pedestrian Accesses Req'd</b>	Min. 1
	<b>Through Block Connection Types Permitted</b>	Narrow Street 1; Narrow Street 2; Lane / Universal Access Street
<b>Building Siting and Massing</b>	<b>Front Street Facing Setback</b>	1m at grade. See Building Frontage Types for setbacks.
	<b>Maximum Podium Height</b>	6 Storeys or 20m
	<b>Maximum Tower Height</b>	See City Centre Height Map
	<b>Tower Location</b>	Min. 3m setback from Street face of Podium Min. 20m spacing between Towers
	<b>Maximum Tower Floor Plate</b>	Residential: 1,200m <sup>2</sup> Office: 3,500m <sup>2</sup>

	<b>Minimum amount of Mid-Block Public Open Space Required</b>	600m <sup>2</sup>	No regulations
	<b>Required location of Mid-block Public Open Space</b>	Located adjacent to through block connection, a minimum of 25m from street, however up to 20% of the midblock public open space may be located adjacent to the street.	No regulations
	<b>Maximum Podium or Tower Span over East-West Through Block Connection</b>	75m	No regulations
	<b>Building and Landscape Frontage Types Permitted</b>	Podium Linear Podium Forecourt Podium Porch / Stoop / Terrace Low Wall and Trellis Urban Fence or Wall	Linear Forecourt Porch/Stoop /Terrace Wrap Landscape Low Wall and Trellis

## Changes to Additional Provisions

<b>Additional Provisions</b>	<b>CBD1 - Central Business District</b>	<b>FRA1 – Franklin Core District</b>
<b>Drive-Thru Component as an Accessory Use</b>	Not included	Discretionary Use

<sup>i</sup> LIMITED COMMERCIAL means a Development designed, intended and/or used for assembling, auctioning, warehousing and/or storage, cleaning, servicing, repair and maintenance of goods and materials. LIMITED COMMERCIAL includes, but is not limited to: AUCTIONEERING FACILITY; CONTRACTOR, LIMITED; CUSTOM MANUFACTURING; EQUIPMENT RENTAL; FLEET SERVICE; HOUSEHOLD EQUIPMENT REPAIR; and WAREHOUSE AND STORAGE as defined in Section 10 of this Bylaw.

<sup>ii</sup> NEIGHBOURHOOD COMMERCIAL means a Development, that does not exceed a Gross Floor Area of 1,000 m<sup>2</sup>, designed, intended or used to serve neighbourhood residents for: the purpose of receiving, storing and retailing consumer goods to the general public; or, providing personal services. NEIGHBOURHOOD COMMERCIAL includes, but is not limited to: CHILD CARE FACILITY; PERSONAL SERVICE FACILITY; RETAIL STORE, GENERAL; and RETAIL STORE, CONVENIENCE as defined in Section 10 of this Bylaw.

<sup>iii</sup> SERVICE COMMERCIAL means a Development designed, intended or used for the provision of services to businesses, vehicles, households, individuals or animals, but does not include PERSONAL SERVICE FACILITIES or health care facilities. SERVICE COMMERCIAL specifically includes but is not limited to uses related to the sale, rental, servicing and repairing of motor vehicles, fuel, oils and accessories for motor vehicles, tools, equipment, and any similar goods and services. SERVICE COMMERCIAL includes, but is not limited to: ANIMAL SERVICE FACILITY, MINOR; AUTOMOTIVE AND EQUIPMENT REPAIR; AUTOMOTIVE/RECREATIONAL VEHICLE SALES AND RENTAL; GAS BAR; RECYCLED MATERIALS DROPOFF CENTRE; SECURITY SUITE; SERVICE STATION, MAJOR; and SERVICE STATION, MINOR as defined in Section 10 of this Bylaw.



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## COUNCIL REPORT

Meeting Date: December 11, 2018

### **Subject: Bylaw No. 18/028 - Land Use Bylaw Amendment – City Centre Waterfront Rezoning**

#### **APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

#### **Recommended Motion:**

THAT Bylaw No. 18/028, being an amendment to the Land Use Bylaw No. 99/059 specific to the following lots, be read a first time; and

- Lots 4 – 26, Block 2, Plan 616AO
- Lot A, Plan 1786MC (portion of)
- Lot R, Block 5, Plan 7822727
- Lot 4, Block 2, Plan 1025664
- Lot 6, Block 2, Plan 1025663
- Lots 23,24, Plan: McMurray Settlement

THAT the required Public Hearing be scheduled for January 8, 2019.

#### **Summary:**

On February 10, 2015, Council received a report prepared by the former Waterfront Steering Committee. Among other recommendations, the Committee's report recommended rezoning several parcels adjacent to the Snye and Clearwater River from SCL2 - Snyeside/Clearwater High Density District, RIVF - Riverfront District or DC-R4 - Direct Control High Density Residential District, to PR-CC - Parks and Recreation City Centre District. March 2015, Council directed Administration to incorporate the former Committee's recommendations. More recently, through the *Regional Municipality of Wood Buffalo Strategic Plan* for 2018 to 2021, Council directed Administration to implement the Waterfront Steering Committee's recommendations, where applicable.

#### **Background:**

In 2014, Council authorized the creation of the Waterfront Steering Committee with a mandate *"to seek broad public input on an appropriate range of permitted and discretionary uses of those lands shown as the areas within the dotted lines on the*

*diagram attached as Schedule A to this Bylaw (the “Waterfront Lands”).* At a public meeting on February 10, 2015, the Committee presented nearly 50 recommendations to Council. On March 10, 2015, Council directed Administration to incorporate recommendations “*considered to be of medium to low impact and aligned or neutral, with existing or planned projects, programs and services,*” based on Administration’s review of the recommendations.

The Committee’s report outlined several development concepts, including changes in development density along the riverfront and the addition of institutional and commercial uses. The primary recommendation, though, was the creation of a larger riverside park area along the Snye and Clearwater River. Included was the recommendation to rezone approximately 30 parcels from medium and higher density residential and mixed-use districts within the City Centre Land Use Bylaw, to primarily PR-CC - Parks and Recreation City Centre District. The Committee’s intent, including the development of small scale commercial uses, can be accommodated within the PR-CC - Parks and Recreation City Centre District.

Partial implementation of these recommendations was achieved in 2015. To facilitate the 2015 Western Canada Summer Games, four municipal parcels were rezoned from SCL2 - Snyeside/Clearwater High Density District to PR-CC - Parks and Recreation City Centre District.

This amendment will rezone the remaining municipal lands to PR-CC - Parks and Recreation City Centre District, facilitating an expanded and cohesive riverfront park (Attachment 2).

#### **Rationale for Recommendation:**

Administration recommends approval of this Land Use Bylaw amendment, as it is consistent with the direction given by Council regarding the Waterfront Steering Committee’s recommendations for the subject parcels.

Planning and Development circulated this amendment to stakeholders for two weeks. Notices were also mailed to 187 adjacent property owners. A total of seven emails and telephone inquiries were received, the majority of which were seeking clarification and information on the Municipality’s long-term plans for the riverfront. There were no stakeholders in opposition.

A recommendation has been provided should Council wish to proceed with first reading and schedule a public hearing.

#### **Strategic Priorities:**

Downtown Revitalization

#### **Attachments:**

**1. Bylaw No. 18/028**

**2018-LU-00003 - Media Maps**

**2. Subject Area Map**

**BYLAW NO. 18/028****BEING A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND THE LAND USE BYLAW NO. 99/059**

**WHEREAS** Section 639 of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to enact a bylaw adopting a Land Use Bylaw.

**AND WHEREAS** Section 191(1) of the *Municipal Government Act*, R.S.A., 2000, c.M-26 and amendments thereto authorizes Council to adopt a bylaw to amend a Land Use Bylaw.

**NOW THEREFORE**, the Council of the Regional Municipality of Wood Buffalo, in the Province of Alberta, in open meeting hereby enacts as follows:

1. Land Use Bylaw No. 99/059 is hereby amended by re-designating lands legally described as Lots 23, 24, Plan: McMurray Settlement, from DC-R4 – Direct Control High Density Residential District to PR-CC – Parks and Recreation City Centre District.
2. Land Use Bylaw No. 99/059 is hereby amended by re-designating lands legally described as Lots 4-26, Block 2, Plan 616AO; Lot A, Plan 1786MC (portion of); Lot R, Block 5, Plan 7822727, from SCL2 – Snyeside/Clearwater High Density District to PR-CC – Parks and Recreation City Centre District.
3. Land Use Bylaw No. 99/059 is hereby amended by re-designating lands legally described as Lot 4, Block 2, Plan 1025664 and Lot 6, Block 2, Plan 1025663, from RIVF – Riverfront District to PR-CC – Parks and Recreation City Centre District.
4. This bylaw shall be passed and become effective when it receives third reading and is signed by the Mayor and Chief Legislative Officer.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, A.D 2018.

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

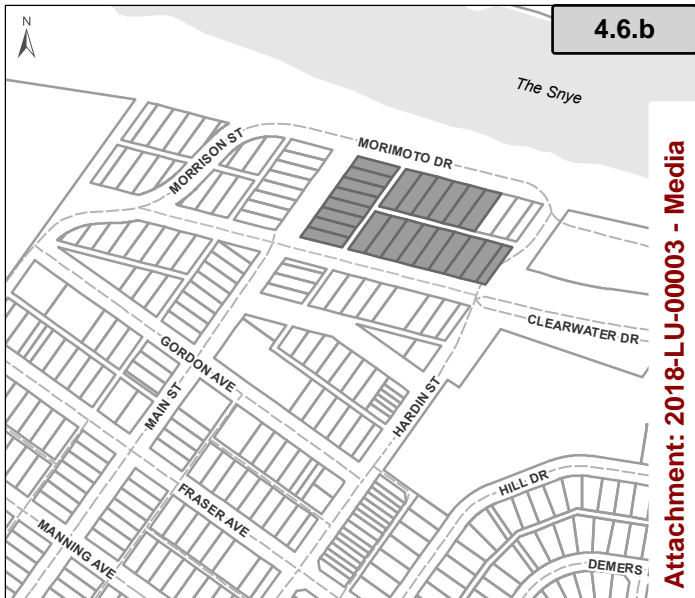
READ a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2018.

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Legislative Officer

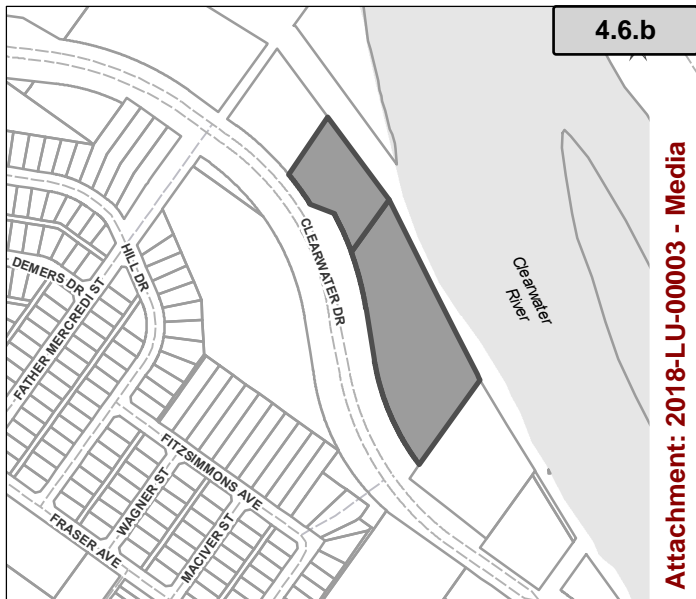




 SUBJECT AREA

LUB AMENDMENT FROM SNYESIDE CLEARWATER  
(SCL2) TO PARKS AND RECREATION CITY CENTRE

4.6.b



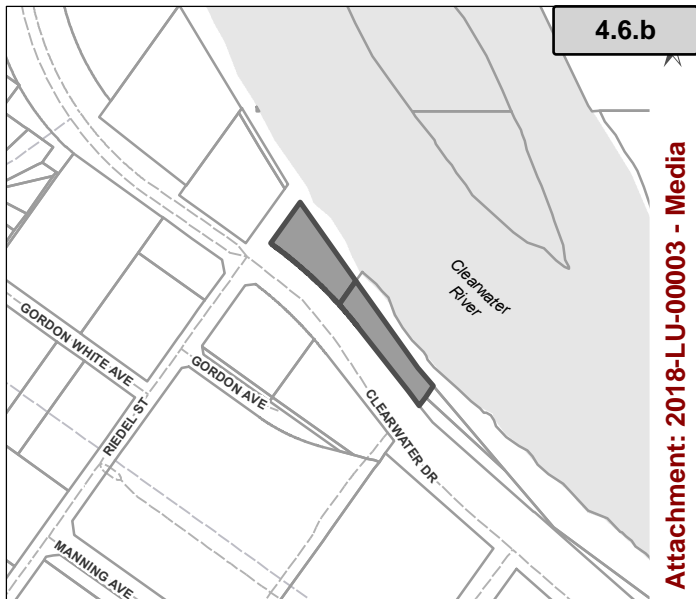
Attachment: 2018-LU-00003 - Media

LUB AMENDMENT FROM SNYESIDE CLEARWATER  
(SCL2) TO PARKS AND RECREATION CITY CENTRE

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4.6.b

Attachment: 2018-LU-00003 - Media



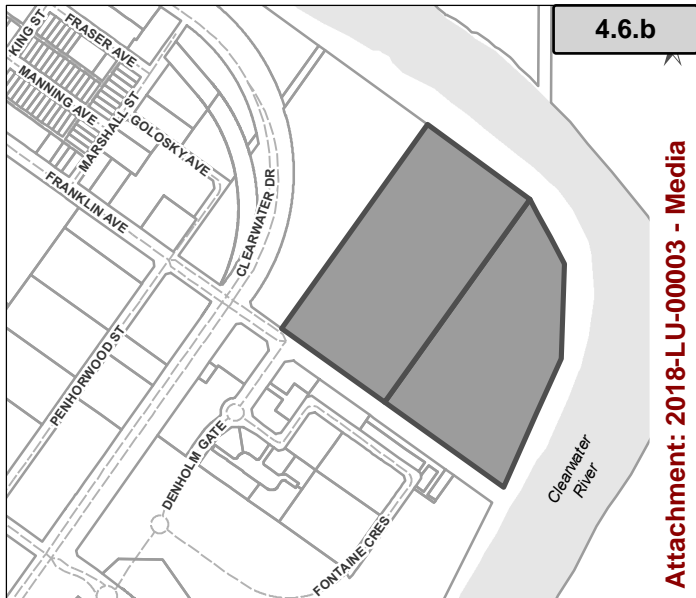
 SUBJECT AREA

LUB AMENDMENT FROM RIVERFRONT DISTRICT  
RECREATION CITY CENTRE DISTRICT (PR

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ND

4.6.b



Attachment: 2018-LU-00003 - Media

 SUBJECT AREA

LUB AMENDMENT FROM DIRECT CONTROL HIGH  
DISTRICT (DC-R4) TO PARKS AND RECREATION C

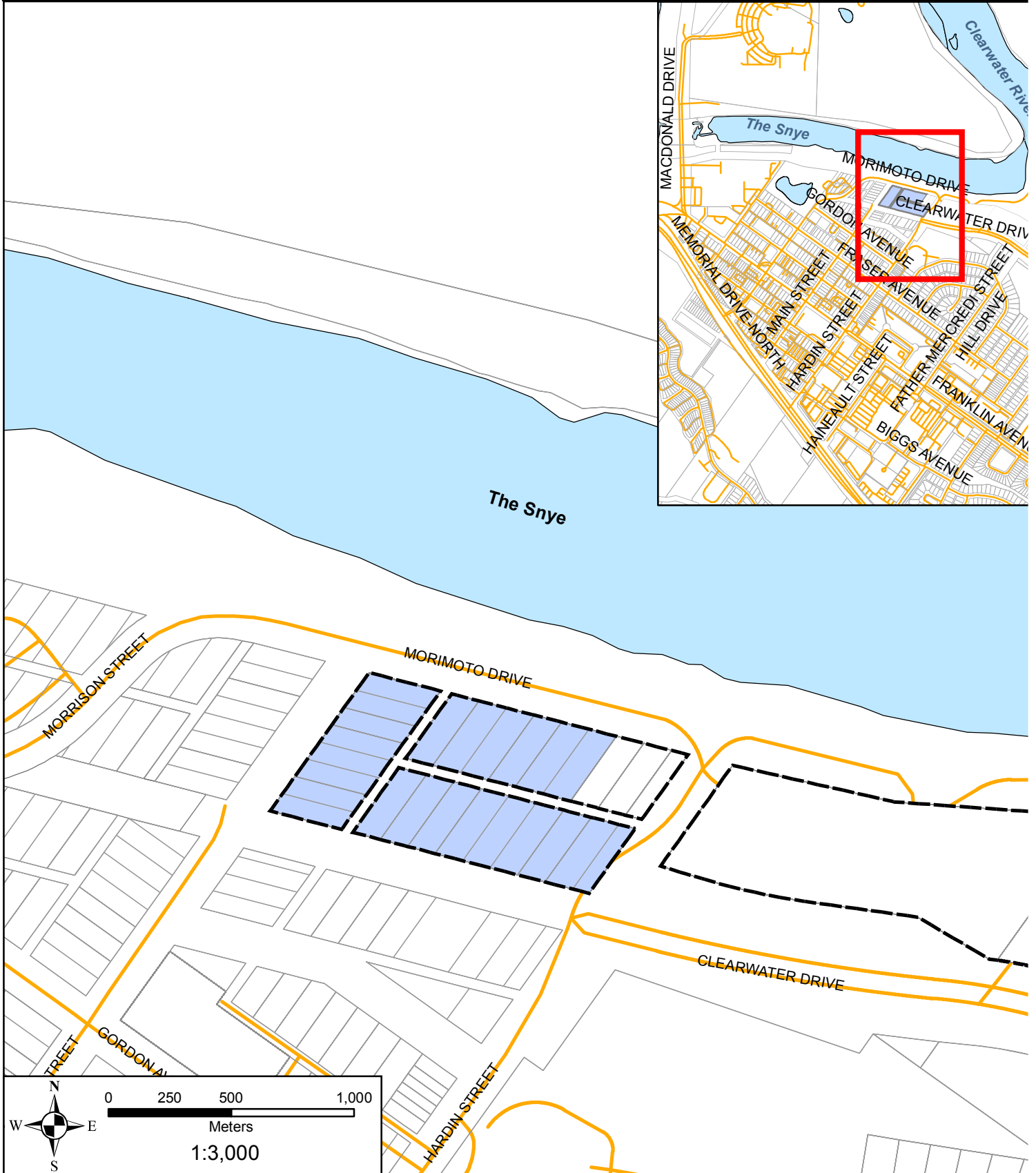
Packet Pg. 76

CC)

# SUBJECT AREA MAP

From SCL2 - Snyeside / Clearwater High Density District  
To PR-CC - Parks and Recreation City Centre District

Attachment



- |  |                                      |  |            |
|--|--------------------------------------|--|------------|
|  | Subject Area                         |  | Water Body |
|  | Survey Parcels                       |  | Roads      |
|  | 'Waterfront Lands'<br>(Bylaw 14/031) |  |            |

Lots 4 - 26, Block 2,  
Plan 616 AO

Map produced by RMWB  
Planning and Development Department

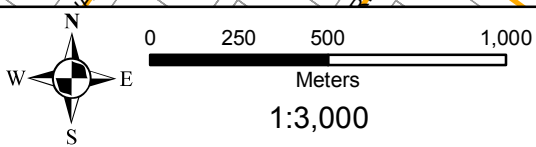
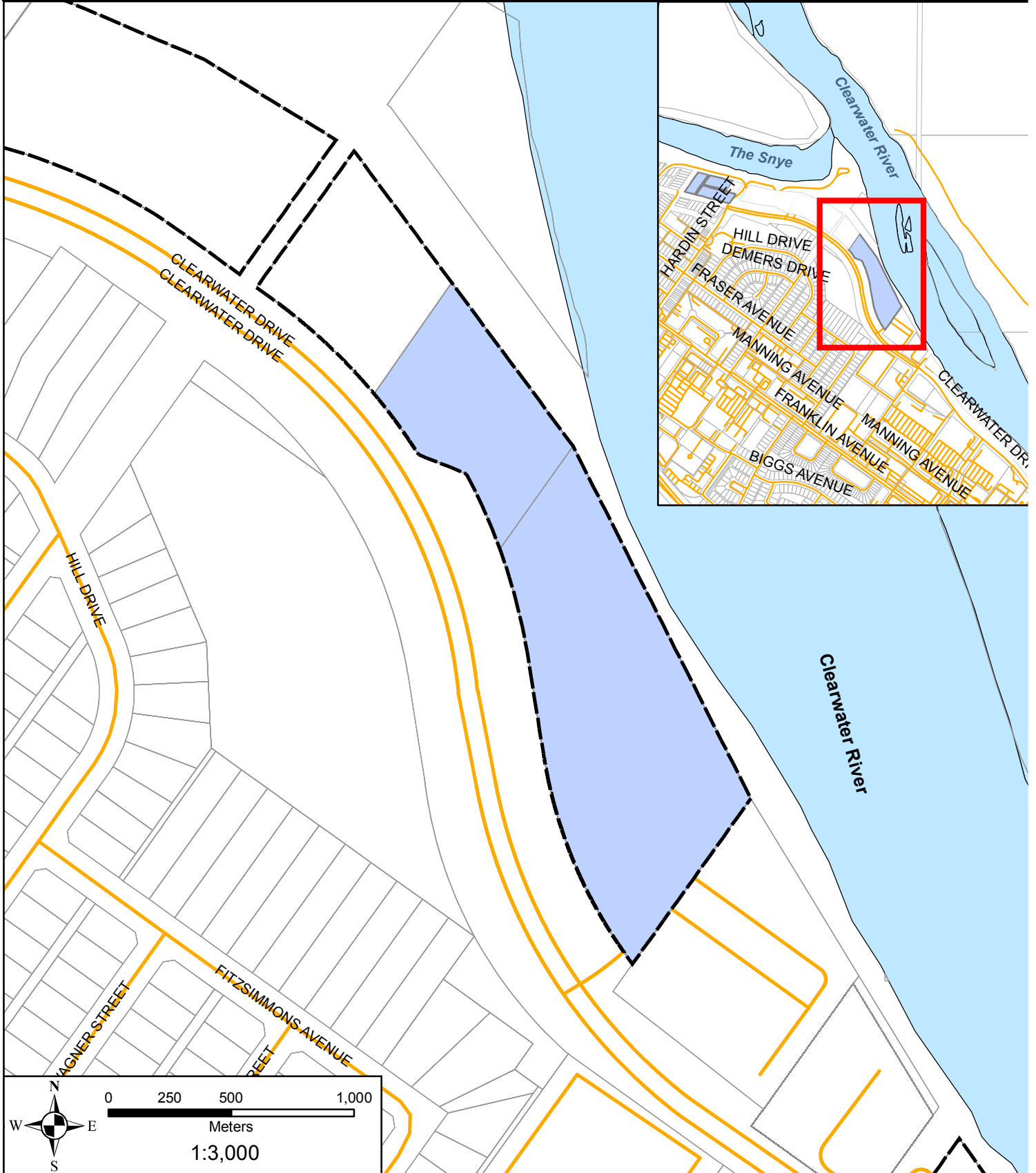
Packet Pg. 77

Attachment: 2. Subject Area Map (Land Use Bylaw 99/059 and City Centre Land Use Bylaw 12/012 Amendment)

# SUBJECT AREA MAP

From SCL2 - Snyeside / Clearwater High Density District  
To PR-CC - Parks and Recreation City Centre District

Attachment



- Subject Area
- Water Body
- Survey Parcels
- Roads
- 'Waterfront Lands' (Bylaw 14/031)

Lot A, Plan 1786MC  
(portion of); Lot R,  
Block 5, Plan 7822727

Map produced by RMWB  
Planning and Development

Packet Pg. 78

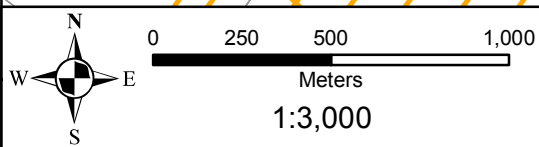
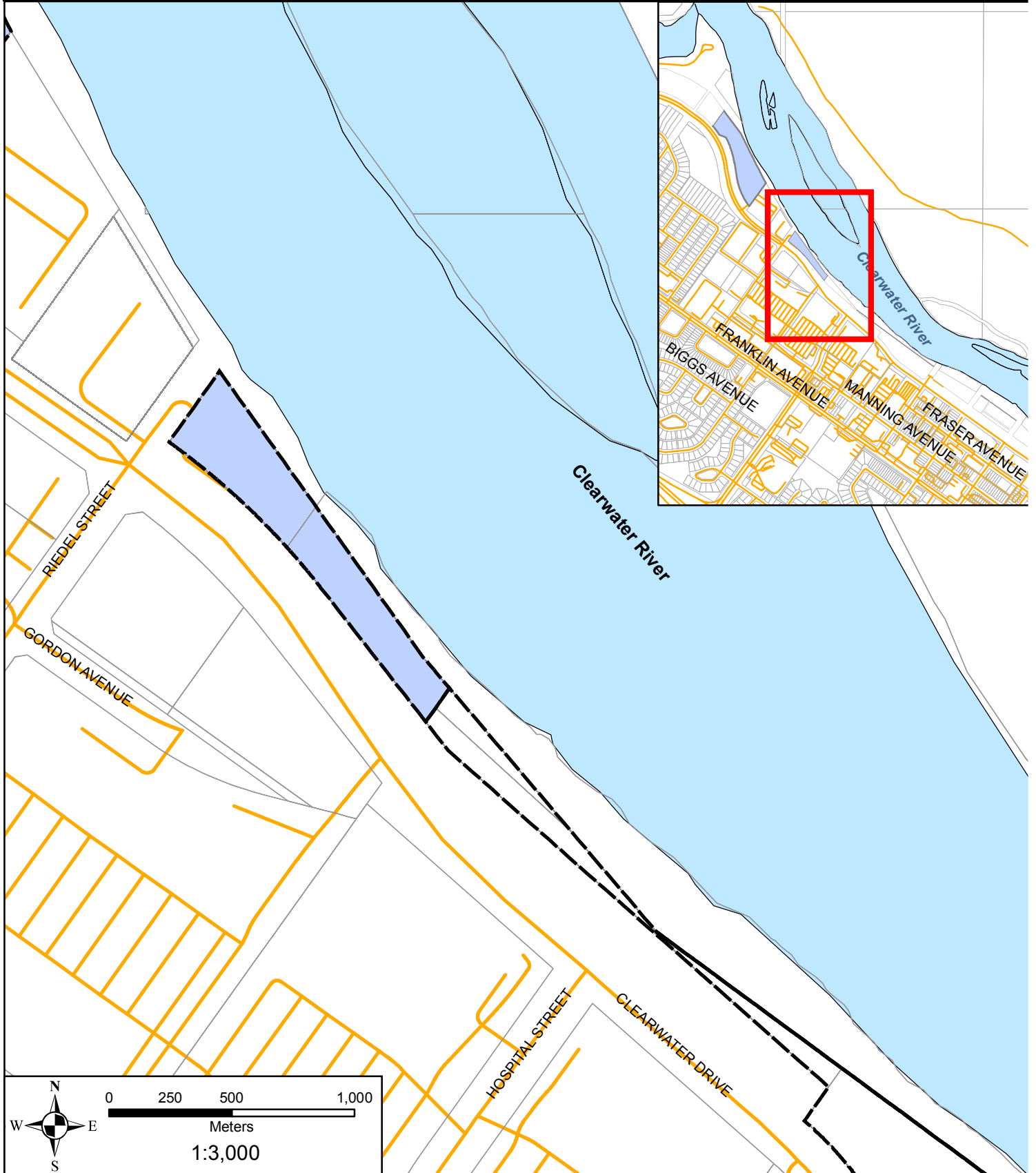
Attachment: 2. Subject Area Map (Land Use Bylaw 99/059 and City Centre Land Use Bylaw 12/012 Amendment)

# SUBJECT AREA MAP

From RIVF - Riverfront District

To PR-CC - Parks and Recreation City Centre District

Attachment



- |  |                                      |  |            |
|--|--------------------------------------|--|------------|
|  | Subject Area                         |  | Water Body |
|  | Survey Parcels                       |  | Roads      |
|  | 'Waterfront Lands'<br>(Bylaw 14/031) |  |            |

Lot 4, Block 2, Plan 1025664  
Lot 6, Block 2, Plan 1025663

Map produced by RMWB  
Planning and Development Department

Packet Pg. 79

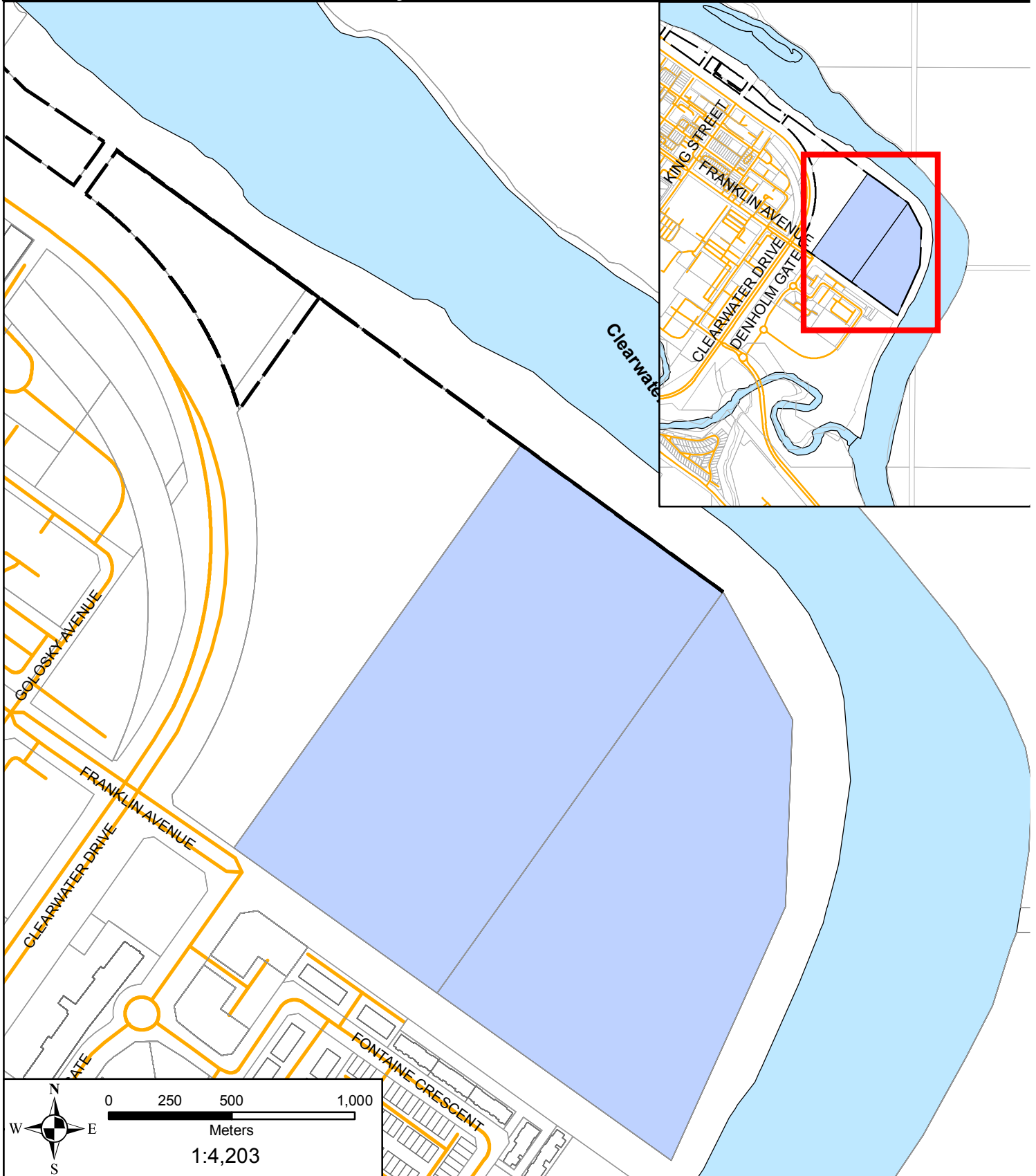
Attachment: 2. Subject Area Map (Land Use Bylaw 99/059 and City Centre Land Use Bylaw 12/012 Amendment)



# SUBJECT AREA MAP

From DC-R4 - Direct Control High Density Residential District  
To PR-CC - Parks and Recreation City Centre District

Attachment



- |  |                                      |  |            |
|--|--------------------------------------|--|------------|
|  | Subject Area                         |  | Water Body |
|  | Survey Parcels                       |  | Roads      |
|  | 'Waterfront Lands'<br>(Bylaw 14/031) |  |            |

Lots 23 and 24, Plan  
McMurray Settlement

Map produced by RMWB  
Planning and Development

Packet Pg. 80

Attachment: 2. Subject Area Map (Land Use Bylaw 99/059 and City Centre Land Use Bylaw 12/012 Amendment)





**Subject: Bylaw No. 18/021 - Subdivision and Development Appeal Board Bylaw**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

THAT Bylaw No. 18/021, being a bylaw to establish the Subdivision and Development Appeal Board, be read a first time.

**Summary and Background:**

Recent amendments to the *Municipal Government Act* have imposed changes on the Subdivision and Development Appeal Board (SDAB), requiring all Board members to undergo mandatory training based on a standard training program facilitated by the Ministry of Municipal Affairs.

In alignment with those changes, Administration has reviewed the amending statutes and applicable regulations, and recommends that the existing bylaw, Bylaw No. 95/033, be repealed and the proposed bylaw, Bylaw No. 18/021, be adopted.

In addition to including the language within the proposed bylaw requiring that all members undergo mandatory training, Administration has included a provision that would allow the Board to sit in panels of three members to allow for scheduling flexibility as well as set remuneration rates for Board members.

Presently, members of the SDAB are not remunerated for their hearing and decision time although members of a similar board, the Assessment Review Board are. Through research and benchmarking, Administration has identified that most larger Alberta municipalities compensate their SDAB members as they are now required to be certified by the Government of Alberta as well as make decisions on matters that affect residents.

**Budget/Financial Implications:**

It is recommended that the same remuneration rates that are used for Assessment Review Board members be provided to the SDAB members for the hearings they attend. Remuneration costs have been budgeted for in the 2019 Legislative Services

Operating Budget.

**Rationale for Recommendation:**

To ensure compliance with the current legislation, it is recommended that Bylaw No. 18/021, the Subdivision and Development Appeal Board Bylaw, be adopted.

**Strategic Priorities:**

Responsible Government

**Attachments:**

**1. Bylaw No. 18/021 - Subdivision and Development Appeal Board Bylaw**

## BYLAW NO. 18/021

### A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ESTABLISH A SUBDIVISION AND DEVELOPMENT APPEAL BOARD

**WHEREAS** Section 627(1) of the Municipal Government Act, RSA 2000, c. M-26 requires Council to establish a Subdivision and Development Appeal Board;

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

#### **Short Title**

1. This Bylaw may be referred to as the “Subdivision and Development Appeal Board Bylaw”.

#### **Definitions**

2. In this Bylaw:
  - (a) “Act” means *Municipal Government Act*, RSA 2000, c. M-26, as amended or replaced from time to time.
  - (b) “Board” means the Subdivision and Development Appeal Board of the Regional Municipality of Wood Buffalo established pursuant to this Bylaw.
  - (c) “Clerk” means a designated officer appointed by Council to act as Clerk to the Subdivision and Development Appeal Board or their delegate.
  - (d) “Council” means the municipal council of the Regional Municipality of Wood Buffalo.
  - (e) “Development Authority” means the persons appointed by bylaw to perform the function of a development authority under the Act.
  - (f) “Member” means a Member of the Subdivision and Development Appeal Board duly appointed pursuant to this Bylaw.
  - (g) “Minister” means the Minister of the Government of Alberta responsible for the setting and approving of training under the Subdivision and Development Appeal Board Regulation, AR 195/2017, as amended or replaced from time to time.
  - (h) “Municipality” means the Regional Municipality of Wood Buffalo.
  - (i) “Regulation” means the Subdivision and Development Regulation, A.R. 43/2002, as amended or replaced from time to time.

- (j) “Subdivision Authority” means a person appointed by bylaw to act as the Subdivision Authority.
- (k) All other terms used in this Bylaw shall have the meaning assigned to them by the Act to the extent that the meaning differs from the ordinary meaning of such terms.

### **Establishment of a Board**

- 3. Council establishes a Board, and the Board shall perform such functions as may be assigned to it in accordance with the Act.

### **Board Members**

- 4. Subject to section 7, the Board shall be composed of a maximum of seven (7) members appointed from the public-at-large.
- 5. Council shall appoint Members by resolution.
- 6. All Members shall be residents of the Municipality.
- 7. Despite sections 4 and 5, Council may appoint Members on a temporary basis:
  - (a) who are not residents of the Municipality; or
  - (b) resulting in more than seven (7) members on the Board,
  - (c) for the purpose of hearing an appeal if there are extraordinary circumstances or if there are insufficient Members to form a quorum.
- 8. Members shall not be:
  - (a) an employee of the Municipality;
  - (b) a person who carries out subdivision or development powers, duties and functions on behalf of the Municipality; or
  - (c) a member of the Municipal Planning Commission.
- 9. A member of a panel is a Member appointed to the Board for all purposes under this Bylaw.

### **Panels**

- 10. Members of the Board may meet in panels of at least three (3) Members.
- 11. One or more panels may meet simultaneously.

12. A panel may perform the same functions as the Board, and a decision of a panel is deemed to be a decision of the Board.
13. A panel must elect a presiding officer who has all of the powers and responsibilities of the Chairperson under section 25 for dealing with the matter which the panel was formed to address.

### **Term of Office**

14. Council shall appoint Members for a three (3) year term from the date of the resolution, up to a maximum of six (6) consecutive years.
15. If:
  - (a) a Member begins to hear an appeal; and
  - (b) the Member's term is scheduled to expire before the conclusion of an appeal;

the Member's term is extended automatically and without further resolution of Council until the Board has issued its decision and is no longer seized with the matter.

### **Resignation by Member or Removal by Council**

16. A Member may resign by providing signed, written notice to the Clerk.
17. The resignation of a Member is effective on the date it is received by the Clerk, even if a later date is set out in the letter of resignation.
18. Council may revoke the appointment of a Member only if Council forms the opinion on reasonable grounds that the Member has breached the Municipality's Council Code of Conduct Bylaw.
19. Subject to section 15, a Member may not be removed, or rendered ineligible for re-appointment, by reason only of the content of any Board decision in which the Member concurred.

### **Chairperson, Vice-Chairperson, and Rules of Procedure**

20. At the first meeting of the Board in each calendar year, the Board shall elect one (1) Member to serve as Chairperson and one (1) Member to serve as Vice-Chairperson for the duration of the calendar year.
21. The Chairperson and the Vice-Chairperson may be re-elected to their positions, up to a maximum of two (2) terms.
22. The Vice-Chairperson shall fulfill the responsibilities of the Chairperson in the absence of the Chairperson.

23. If the Chairperson ceases to be a Member of the Board, the Vice-Chairperson shall assume the role of Chairperson until the end of the calendar year.
24. If neither the Chairperson nor Vice-Chairperson are present at a meeting, the Members in attendance at the meeting shall elect an Acting Chairperson for the meeting.
25. The Acting Chairperson shall fulfill the responsibilities of the Chairperson in the absence of the Chairperson or Vice-Chairperson.
26. The Chairperson shall:
  - (a) chair all meetings of the Board;
  - (b) govern the conduct of all meetings; and
  - (c) ensure that orders, decisions, and other documents issued by the Board are signed.
27. A quorum for the Board is a majority of the Members of the Board.
28. Board hearings shall be held as required at the times and places determined by the Clerk.
29. The Board may make policies and procedures as are necessary for the conduct of its meetings and hearings provided that the policies and procedures are consistent with this Bylaw and the Act.

### **Compliance and Member Conduct**

30. Members must comply with the Council Code of Conduct Bylaw for the Municipality.
31. Members must comply with the policies and procedures prescribed by the Board.

### **Meetings and Business**

32. The Board shall:
  - (a) hear all appeals received resulting from a decision of the Subdivision Authority or Development Authority;
  - (b) perform such functions as may be required to it under the Act and the Regulations; and
  - (c) perform such functions as are assigned to it from time to time by Council under the Act and the Regulations.

**Clerk**

33. The Clerk for the Board is appointed as a designated officer.
34. Council shall appoint the Clerk for the Board by resolution of Council.
35. The Clerk for the Board shall serve as Clerk at the pleasure of Council.
36. The Clerk may establish a delegate to act on their behalf provided that the delegate has fulfilled the training requirements pursuant to section 0 of this Bylaw.
37. The Clerk shall:
  - (a) prepare an agenda for each meeting of the Board and shall ensure that a record of each meeting of the Board is kept;
  - (b) cause to be published all policies and procedures established by the Board in a manner readily accessible by the public;
  - (c) make arrangement for the retention of records of all decisions of each Board in accordance with the Records Retention and Disposal Bylaw of the Municipality;
  - (d) retain and instruct independent legal counsel for the Board;
  - (e) consult with Members on matters affecting the Board;
  - (f) oversee all administrative and budget matters for the Board, and report on those matters as required; and
  - (g) carry out such other duties as may be designated by the Board or Council from time to time.

**Training**

38. An individual must successfully complete a training program set or approved by the Minister before being appointed as a Clerk.
39. Every three (3) years a Clerk must successfully complete a refresher training program set or approved by the Minister.
40. A Member must successfully complete a training program set out or approved by the Minister before participating in any hearing as a Member of the Board.
41. Every three (3) years a Member must successfully complete a refresher training program set or approved by the Minister.

## **Remuneration**

42. Remuneration for Members of the Board shall be:
- (a) Member:
    - i) \$164 for up to four hours in any day;
    - ii) \$290 for four hours up to eight hours in any day;
    - iii) \$427 for over eight hours in any day.
  - (b) Chair:
    - i) \$219 for up to and four hours in any day;
    - ii) \$383 for four hours up to eight hours in any day;
    - iii) \$601 for over eight hours in any day.
43. Members will be remunerated for:
- (a) participating in statutorily mandated training, including time required for travel outside of the Municipality to attend the training; and
  - (b) time spent at hearings and decision making.
44. Members will be reimbursed, in accordance with the Municipality's Employee Policy, for out of pocket expenses incurred for required travel outside of the Municipality to attend statutorily mandated training.

## **Appeal Fees**

45. The fee to be charged for any matter coming before the Board shall be as set out in the Land Use Bylaw as established by Council from time to time.

## **Severability**

46. Every provision of this Bylaw is independent of all other provisions and it is the intention of Council that if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.



**Coming Into Force**

47. Upon this Bylaw coming into effect, Bylaw 95/033 as amended is hereby repealed.
48. This Bylaw comes into effect on the day it is passed.

READ a First time this \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a Second time this \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a Third time and passed this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Legislative Officer



# SPELLING BEE OF CANADA WOOD BUFFALO CHAPTER

President: Phani Timmaraju  
Volunteer: Koti Veeranki

11 December 2018



# Spelling Bee of Canada & Épelle -Moi Canada



*Recognizes*  
**Wood Buffalo Region**  
 for becoming a Spelling Bee of Canada Chapter  
*on Monday, September 24, 2018*

*Julie Spence*  
*Founder, Spelling Bee of Canada*  
*32<sup>th</sup> year*

*Dorine Tcheumeleu*  
*fondatrice de Épelle-Moi Canada*  
*3<sup>ème</sup> année*



## Organization Mandate:

### Mission:

Our goal, with the support of schools, student literacy representatives, sponsors, parents, and volunteers, is to encourage young people to expand their vocabulary, communication skills and self-confidence, by providing a foundation for future scholastic achievements.

THEME: Education and Perseverance = Success.

### Strategic Goals for 2019:

- (1) Create awareness about Spelling Bee literacy program
- (2) Meeting Stakeholders
- (3) Conducting training, and mock sessions
- (4) Conducting regional competitions
- (5) Conduct ceremony for winners and participants

## Community Impact



- Students
  - 400 words add to their bank of vocabulary each year
  - Improves reading, comprehension, and writing skills
  - Reduces emotional burden and enhances self-esteem & confidence besides inter personal skills
  - A new game adds to their list
- Teachers
  - Reduces the overall burden as students comprehend well
  - Class rooms become more engaging and focused
  - Great opportunity for teachers to make a difference in the literacy levels of the community.
- Parents
  - The emotional concern on their child's language skills reduce
  - Homes become literacy hubs as they play spell bee games with their child
  - In the process of training their children, parents also improve their vocabulary especially immigrant parents.



## Revenue and Expenses information

- Revenue = \$275.00
- Anticipated Expenses = \$25,720

## Support required from Council:

Advise /Nominate judges, pronouncers, arbiter etc.,

Create awareness through media and other means

Letters of support, video messages

Patronship for future Spell Bee Literacy programs

Connect with industry and community partners to fund the program.



Government  
of Canada

Gouvernement  
du Canada



[Home](#) → [Canada Revenue Agency](#) → [Charities and giving](#) → [Charities Listings](#) → Search

## SPELLING BEE OF CANADA — Quick View

[Charity's detail page](#)

Registration no.:

**890470198 RR0001**

Charity status:

**Registered**

Effective date of status:

**1993-02-13**

Designation:

**Charitable organization** ⓘ



**Subject: Regular Council Meeting Schedule - Start Time Adjustment**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

THAT the regular Council meetings held on the second and fourth Tuesday of the month, with the exception of Statutory Holidays and Recess Periods, commence at 4:00 p.m.

**Summary:**

The Municipal Government Act (MGA) provides that a council may decide, at a council meeting at which all the councillors are present, to set a schedule to hold regular council meetings on specified dates, times and places.

**Background:**

Council has discussed adjusting the start time of meetings previously however at the 2018 Organizational Meeting not all members were in attendance therefore any adjustments could not be formally made.

In reviewing Call to Order times of other Alberta municipalities, the majority begin meetings in the morning or afternoon. Attachment 1 provides a breakdown of those municipalities canvassed and their related start times.

Many of the business matters before Council are sensitive and decision making and consideration is difficult when meetings run late in the evening.

Additionally, beginning a Council meeting at 4:00 p.m. as opposed to 6:00 p.m. will allow Council members who reside in rural communities as well as rural residents who attend various meetings, the ability to return home earlier in the evening.

**Rationale for Recommendation:**

Council is committed to working effectively and efficiently in its governance role.



**Strategic Priorities:**

Responsible Government

**Attachments:****1. Council Meeting Start Time Research**

## Council Meeting Start Times

City	Full Time Council	Start Time
Edmonton	Yes	9:30 a.m.
Calgary	Yes	9:30 a.m.
Red Deer	No	6:00 p.m.
Grande Prairie	No	6:30 p.m.
St. Albert	No	3:00 p.m.
Lethbridge	No	1:30 p.m.
Medicine Hat	No	6:30 p.m.
Strathcona County	Yes	9:00 a.m.
Parkland County	No	9:00 a.m.



**Subject: Strategic Fly In, Fly Out Reduction Incentives Update**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

1. THAT Administration continue to collaborate with the Oil Sands Community Alliance (OSCA) and other stakeholders to develop a formal partnership to execute a plan and strategies to attract workers to reside in the region rather than choosing Fly In, Fly Out.
2. THAT the Wood Buffalo Steering Group present quarterly progress updates to Council on proposed options.

**Summary:**

The RMWB 2018 - 2021 Strategic Plan includes Regional Economic Development as one of four pillars. Initiative 3a, Work with Industry and Suppliers - Fly In, Fly Out (FIFO) outlines that the RMWB will collaborate with the Oil Sands Community Alliance and other stakeholders to attract workers to reside in the region rather than choosing Fly In, Fly Out.

A preliminary list of options to decrease the number of FIFO participants for further consideration and evaluation was presented to the Wood Buffalo Steering Group (WBSG). A cost determination and legal review is required before moving forward with any of the options. The WBSG is tasked with determining which options to engage in a greater level of scrutiny and review before broader stakeholder engagement and presentation to Council by no later than the end of the first quarter 2019.

The preliminary list of options includes recreation, transportation, education and direct incentives through grants and taxation.

**Background:**

The WBSG was originally formed in 2017 to collaborate and to prepare a transition plan for achieving a 5:1 tax ratio. Membership includes the Mayor, members of Council and municipal administration, industry leaders and representatives from the Oil Sands Community Alliance (OSCA).

Through the WBSG meetings, the RMWB has raised the issue of FIFO workers as a topic of interest to the community. FIFO can relate to all forms of long distance commuting including Fly In, Fly Out, drive in, drive out and bus in, bus out. Long distance commuting refers to workers that travel beyond the boundaries of the RMWB for their primary residence regardless of the industry or sector they are working for. The use of a FIFO workforce is not unique to the RMWB as it is commonly used in resource extraction industries as well as other sectors which are located outside of major urban centres.

Based on the 2015 Municipal Census, camp population for all sectors accounted for 30.6% of the region's population, or 38,264 people out of a total population of 125,032. Since the onset of the economic downturn, companies have sought efficiencies to reduce costs which was also reflective in a 30% decrease in FIFO numbers (construction, maintenance and operations workforce).

The 2018 Municipal Census enumerated the camp population this past Spring and Summer. The results of that Census have yet to be approved by the Government of Alberta - upon which time analysis will occur related to camp population trends in our region. The Municipal Development Plan (MDP) set population distribution targets by 2030 where 85% of the region's total population would reside in Fort McMurray, 10% in work camps, with the remaining 5% in rural hamlets.

For all sectors that utilize FIFO, there are 109 work camps (temporary and permanent) in the region with a constructed capacity of 55,065 beds and an approved build-out of 68,753 beds.

There are 31 aerodromes regulated and approved through Transport Canada which are used by various sectors in the region. To facilitate the FIFO model, industry utilizes the Fort McMurray International Airport and six privately owned aerodromes located at oil sands sites both north and south of Fort McMurray.

In the first quarter of 2018, OSCA released a position paper *FIFO in the Oil Sands: Fly-In/Fly-Out Operations in the RMWB and the Oil Sands Operations-Related Rotational Workforce Study* (Workforce Study). The Workforce Study, which was prepared by industry, included the rationale for rotational/FIFO workforce as follows:

- Remote factor
- Safety
- Quality of life
- Worker performance
- Competition for skilled labour
- Time and cost efficiencies
- Worker turnover

The Rotational Workforce Study concluded that of operations-related rotational workers surveyed, only 5% live in the region, while 58% commute by flying from a nearby or on-site airstrip, 24% drive and 16% travel in/out of the Fort McMurray International Airport.

Further, 48% of operations-related rotational workers surveyed indicated that increased job security in the oil sands sector, improved housing incentives, and increased employment opportunities (for self/partner) are key changes that would make them consider living in the region.

**Rationale for Recommendation:**

The RMWB 2018 - 2021 Strategic Plan includes Regional Economic Development as one of four pillars. Initiative 3a, Work with Industry and Suppliers - Fly In, Fly Out (FIFO) outlines that the RMWB will collaborate with the Oil Sands Community Alliance and other stakeholders to attract workers to reside in the region rather than choosing Fly In, Fly Out. By addressing this issue in partnership with stakeholders, holistic initiatives can be sought to provide workers with more choices.

**Strategic Priorities:**

Regional Economic Development



**Subject: 2018 External Audit Service Plan - Deloitte LLP**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

THAT the 2018 External Audit Service Plan as provided by the external Auditors, Deloitte LLP, be approved.

**Summary:**

The *Municipal Government Act* requires that every Alberta Municipality prepare and submit a Financial Information Return and Audited Financial Statements by May 1 of each year for the preceding year. The audit process begins with the audit plan which details the scope and the time frame for the planned audit.

The review of the Audit Service Plan will provide the opportunity for members of Council to understand the scope and timelines for the audit. Council may also identify areas of additional audit review.

**Background:**

Financial information from the Regional Recreation Corporation of Wood Buffalo, the Wood Buffalo Regional Library, and the Wood Buffalo Housing and Development Corporation will be audited by Deloitte LLP and consolidated within the Regional Municipality of Wood Buffalo Financial Statements.

The Audit Service Plan is for the audit of the December 31, 2018 Consolidated Regional Municipality of Wood Buffalo Financial Statements. These statements include Regional Municipality of Wood Buffalo controlled subsidiaries. However, separate Audit Service Plans are issued to the respective Audit Committees for stand-alone audits of the subsidiaries.

**Rationale for Recommendation:**

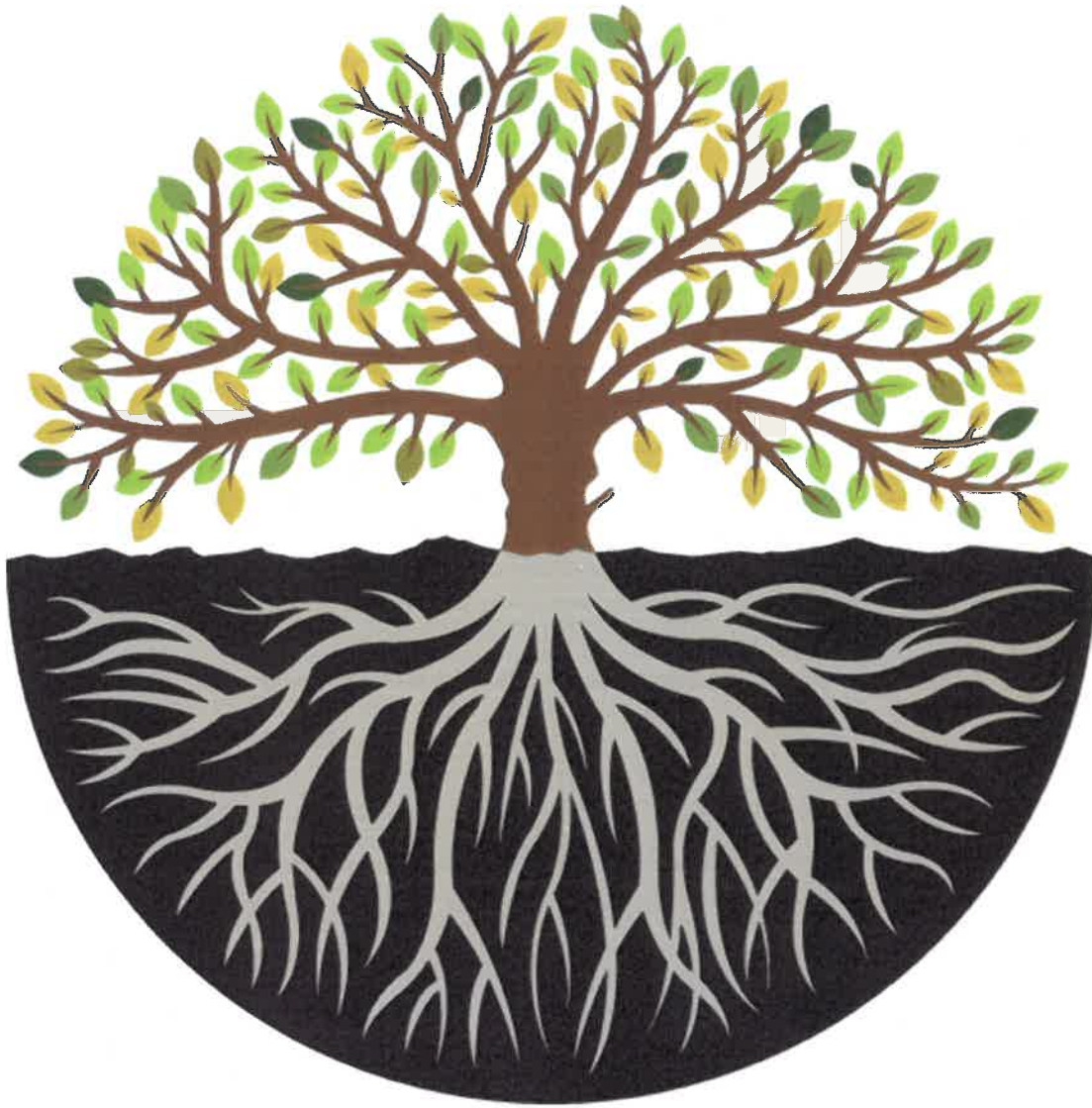
Section 276 of the *Municipal Government Act* requires that all municipalities prepare and submit Annual Financial Statements and the Auditor's report by May 1 of each year for the immediate preceding year.

**Strategic Priorities:**

Responsible Government

**Attachments:**

**2018 RMWB Audit Service Plan**



## **Regional Municipality of Wood Buffalo**

### **2018 Audit service plan**

For the year ended December 31, 2018  
Presented to Council  
December 11, 2018





Deloitte LLP  
10180 101 Street NW  
Suite 1500  
Manulife Place  
Edmonton, AB T5J 4K1  
Canada

Tel: 780-421-3611  
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[www.deloitte.ca](http://www.deloitte.ca)

December 4, 2018

To the Council of Regional Municipality of Wood Buffalo

### **2018 Audit service plan**

Dear Council:

We are pleased to provide you with our audit service plan for Regional Municipality of Wood Buffalo and ("the Municipality") for the year ending December 31, 2018. This document describes the key features of our plan including our audit scope and approach, our planned communications with you, our team and an estimate of our fees.

Our commitment to you is straightforward: we will provide you with outstanding professional services delivered by an experienced and dedicated team of specialists. Our professionals will continue providing you with best practices and insights to face the increasingly complex array of issues and challenges encountered by companies like the Municipality.

We, at Deloitte, work as one team to provide you with relevant business insights to assist you improving your current practices.

We look forward to discussing our audit service plan with you and answering any questions you may have.

Yours truly,

A handwritten signature in black ink that reads "Deloitte LLP".

Chartered Professional Accountants

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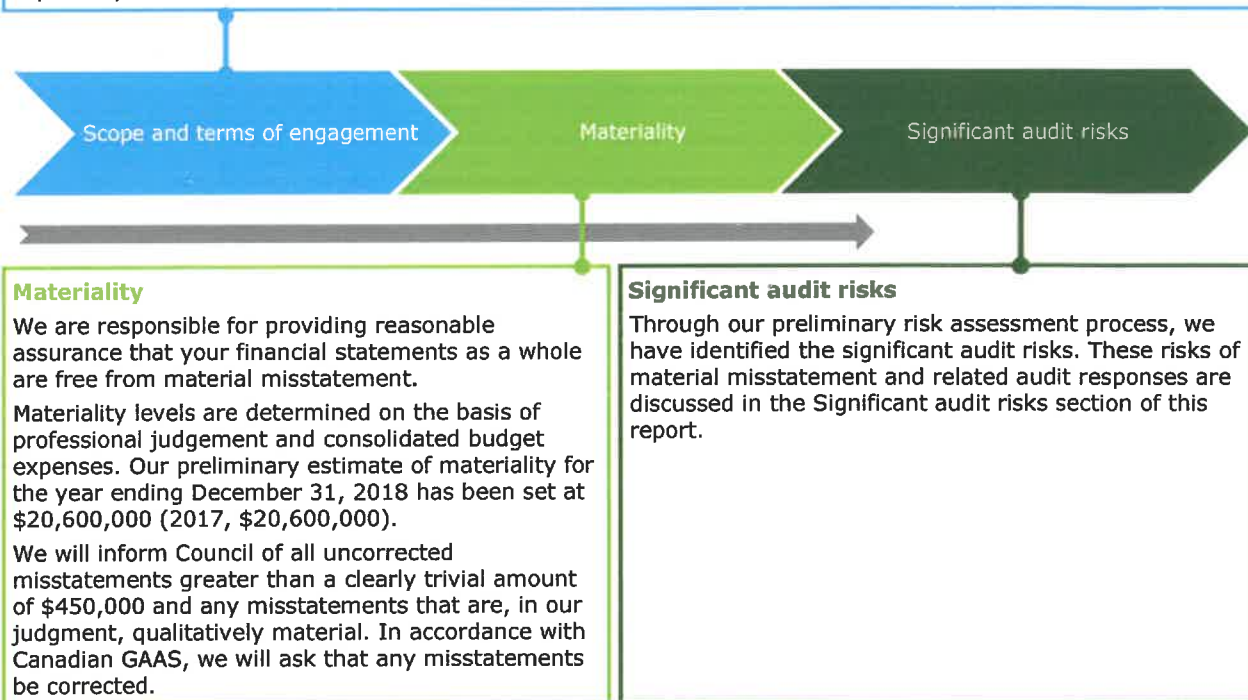
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# Our audit explained

## Audit scope and terms of engagement

We have been asked to perform an audit of the Municipality's consolidated financial statements (the "financial statements") in accordance with Canadian public sector accounting standards ("PSAS") as at and for the year ending December 31, 2018. Our audit will be conducted in accordance with Canadian generally accepted auditing standards ("Canadian GAAS").

The terms and conditions of our engagement including our responsibilities for any additional audit-related services you have asked us to provide are described in the master service agreement, which will be sent separately in the near future. Our master service agreement should be signed on behalf of the Municipality.



### Fraud risk

We will develop our audit strategy to address the assessed risks of material misstatement due to fraud. Determining this strategy will involve:

1. Asking people involved in the financial reporting process about inappropriate or unusual activity.
2. Testing a sample of journal entries throughout the period as well as adjustments made at the end of the reporting period.
3. Identifying and obtaining an understanding of the business rationale for significant or unusual transactions that are outside the normal course of business.
4. Evaluating whether your accounting policies may be indicative of fraudulent financial reporting resulting from management's effort to manage earnings.
5. Evaluating whether the judgements and decisions related to management estimates indicate a possible bias.
6. Incorporating an element of unpredictability in selecting our audit procedures.

We will also ask Council for their views about the risk of fraud, whether they know of any actual or suspected fraud affecting the Municipality and their role in the oversight of management's antifraud programs.

If we suspect fraud involving management, we will immediately inform Council of our suspicions and discuss the nature, timing, and extent of audit procedures necessary to complete the audit.

### Complete engagement reporting

#### Audit reporting

Under Canadian GAAS, we are required to communicate certain matters to Council. The primary reports and formal communications through which we will address these matters are:

- This Audit Service Plan
- Year End Communication, and
- Our Auditor's Report on the financial statements.

#### Business Insights

We will provide you with insights into the condition of your business and offer meaningful suggestions for improvement.



### Reliance on service organizations

The Municipality employs these third party service organizations in outsourcing arrangements that impact financial reporting information:

- BMO Nesbitt Burns Inc.
- CIBC Wood Gundy
- RBC Investor Services Trust
- RBC Dominion Securities Inc.
- Baker Gilmore & Associates

We intend to rely on the reports issued by the independent auditors of these third party service organizations.

If our assessment does not provide us with sufficient appropriate audit evidence, we will need to perform additional audit procedures to address the risks of material misstatements in the financial statements.

### Audit fees

We have included our audit and tax fees in our master service agreement, for the amounts as agreed upon in our Request for Proposal.






















We will discuss any increase in audit scope and related fees with administration in advance of performing the work.

# Significant audit risks

During our risk assessment, we identified some significant audit risks that will require special audit consideration. These risks, together with our planned responses, are described below.

The following tables set out the significant audit risks that we identified during our preliminary planning activities, including our proposed response to each risk. Our planned audit response is based on our assessment of the likelihood of a risk's occurrence, the significance should a misstatement occur, our determination of materiality and our prior knowledge of the Municipality.

## Significant risk dashboard

Audit risk	Fraud risk	Planned assessment of the design and implementation of internal controls for risk assessment purposes	Planned substantive testing
Management override of controls			
Revenue Recognition			
Existence, completeness, classification and valuation of tangible capital assets ("TCA")			
Completeness and accuracy of deferred revenue balances			
Completeness and accuracy of liability for post-closure landfill costs			
Collectability and existence of receivables related to 2016 wildfire costs			
Completeness and cut-off of accounts payable, accruals and contractual obligations disclosed and commitments			



Will be addressed during the audit



Not applicable

## Management override of controls

### Audit risk

Assurance standards include the presumption of a significant risk of management's ability to override controls.

Management is in a unique position to perpetrate fraud because of management's ability to directly or indirectly manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.

### Our proposed audit response

- We will engage in fraud discussions with certain members of the Council, senior management and others within the Municipality.
- We will review management's basis for estimates including deferred revenue, collectability of accounts receivable and other provisions.
- We will perform retrospective analysis of significant accounting estimates.
- We will test a sample of journal entries made throughout the period and adjustments made at the end of the reporting period.
- We will evaluate the business rationale for any significant unusual transactions.
- We will evaluate the Municipality's fraud risk assessment and consider entity-level internal controls and internal controls over the closing and reporting process. We will test journal entries that exhibit characteristics of possible management override of controls, identify using electronic data interrogation techniques.

## Revenue recognition

### Audit risk

Revenue recognition (presumption that it is a risk of fraud) in the following areas:

- Recognition of revenues based on the underlying funding agreement.
- Recognition of developer levies in the incorrect period.
- Government transfers have not been recognized in circumstances where the specified conditions have been met.
- Recognition of government transfers in the incorrect period.

### Our proposed audit response

- We will review the revenue recognition policy for compliance with Canadian PSAS.
- We will review a sample of revenue transactions and revenue generating agreements to ensure the revenue is recognized in accordance with the policy and Canadian PSAS.
- We will review grant agreements to ensure funds are used for their intended purpose and that revenue is recognized in the appropriate period.
- We will review provincial and municipal contributions received during the year and ensure the amounts are appropriately recorded.
- We will review the developer levies recognized during the year and ensure that they are matched to actual expenses incurred during the year.

## Existence, completeness, classification and valuation of TCA

### Risk identified

The TCA process and its ability to address the ongoing financial reporting requirements of the Municipality continue to be an area of concern. In addition, there is an increased risk that recorded contributed assets may not be complete and the fair value estimates of contributed TCA may differ significantly from actual results.

### Our proposed audit response

- We will review the Municipality's TCA policies for compliance with Canadian PSAS and consistency of application year over year.
- We will review the Municipality's current year transactions, adjustments and related disclosures.
- Our testing will include, on a sample basis, reviewing amounts capitalized in the current year to ensure only amounts that met the requirements for capitalization were included.
- We will review the amortization rates and useful lives determined by management for reasonableness.
- We will review management's assessment of indicators of impairment.
- We will review general and administrative costs capitalized during the year to assess compliance with Canadian PSAS.
- We will test a sample of capital additions recorded as betterments to confirm they are appropriately treated as capital rather than expense in nature.
- We will test construction in progress and transfers made to completed TCA and confirm if they are appropriately treated and complete.
- We will review a sample of recorded asset disposals and write-downs to ensure gains, losses and proceeds are correctly recorded. In addition, we will review Council minutes to identify approved asset disposals, as well as hold discussions with asset managers to identify potentially unrecorded disposals.
- We will review the Municipality's process to ensure completeness of developer assets recorded.
- We will test a sample of Final Acceptance Certificates that are issued around the year-end to ensure assets were recorded in the appropriate period.
- We will review the Municipality's methodology to determine the fair value of contributed assets and test the assumptions in the valuation models.



### Completeness and accuracy of deferred revenue balances

#### Risk identified

Revenue is recognized from the deferred balance when the funds are used for the purpose specified. There is a risk that revenue is not recognized in accordance with the funding agreements.

In addition, there is a risk that funding is unrecorded due to the decentralized nature of grant management and reliance on manual processes.

#### Our proposed audit response

- We will review deferred revenue for compliance with Canadian PSAS.
- We will test a sample of expenditures and ensure that related revenue had been recognized appropriately.
- We will review federal and provincial transfer payments that are received throughout the year to fund specific projects.
- We will review the related funding agreements to ensure funds were used for their intended purpose and that revenue will be recognized in the appropriate period.

### Completeness and accuracy of liability for post-closure landfill costs

#### Risk identified

The liability for post-closure landfill costs is a significant estimate. The present value of the future liability is recognized proportionately based on the capacity and usage of the landfill.

#### Our proposed audit response

- We will review management's estimate of landfill usage and capacity. We will review management's calculation of 2018 expense and post-closure landfill liability recorded.
- We will assess the reliability of management's experts used in the development of estimates.

### Collectability and existence of receivables related to 2016 wildfire costs

#### Risk identified

The Municipality is accessing the Provincial Disaster Recovery Program for funding for reimbursement of response and recovery costs related to the 2016 wildfire. Although the Municipality has received an advance of a portion of the funds applied for, they may have a receivable at year-end. There is a risk that the receivable may be overstated due to costs incurred that do not qualify for the Provincial Disaster Recovery Program funding.

#### Our proposed audit response

- We will review management's estimate of amounts receivable at the year-end.
- We will test management's process to ensure costs that are incurred meet the Provincial Disaster Recovery Program reimbursement criteria.
- We will confirm amounts receivable with the funder.
- We will test amounts that are received after the year-end.
- We will test the disclosure that are included in the financial statements.



## Completeness and cut-off of accounts payable, accruals, contractual obligations disclosed and commitments

### Risk identified

Contracting is decentralized within the Municipality. The ability to enter into contracts resides within several departments. The Municipality contracts with third parties to provide services that satisfy the requirements of the funding source. These contracts are external to the funding agreement and can have additional financial implications. Furthermore, the nature of the Municipality's operations allows for the possibility that there are financial obligations of which the finance department is not yet aware and that have not been recorded in the financial statements.

### Our audit response

- We will review management's assessment of liabilities and commitments required to be recorded or disclosed under agreements entered in the year.
- We will review a sample of funding contracts entered into in the year to audit management's treatment.
- We will test disbursements made subsequent to year-end so as to ensure they have been accrued for in the correct period.
- We will confirm year-end accounts payable balances with significant suppliers.
- We will test a sample of reconciliations between supplier statements and sub ledger.
- We will review management's process to reconcile and record manual electronic fund transfers, transactions, accounts payable and purchase order transactions recorded through "holding" accounts.
- We will review the Municipality's process to ensure the completeness of contracts entered into.
- We will review information independent of finance to identify contractual agreements.
- We will review management's assessment of the impact of the fire in the prior year, on management's estimate of its liability for contaminated sites and commitments required to be disclosed.

As we perform our audit procedures, we will inform you of any significant changes to the significant risks discussed above and the reasons for those changes.

# Group audit

The audit of the Municipality is considered to be a group audit. Because of this, we are also required to determine the scope of work required for each controlled entity. Some factors we consider include:

- The existence of significant risks at the controlled entities;
- A consideration of significant accounts and disclosures using materiality levels that are appropriate to support our audit opinion on your organization's financial statements;
- The complexity and nature of the operations, internal controls and accounting issues at the controlled entities;
- The degree of centralization of processes and controls, including the extent of relevant enterprise-level controls; and
- The extent and nature of internal control deficiencies and financial statement misstatements identified in current and previous period at the controlled entities.

Based on our analysis of these risks, we have determined the scope of work we consider necessary to provide an appropriate basis for our audit opinion on the financial statements.

The table below lists the audit procedures we will perform in the current period audit:

Entity name	Type of work to be performed on components
Regional Municipality of Wood Buffalo Library	Full-scope audit
Wood Buffalo Housing & Development Corporation	Full-scope audit
Regional Recreation Corporation of Wood Buffalo	Full-scope audit

## Sources of audit evidence in a group audit

Based on our analysis, we have determined the scope of work needed to provide an appropriate basis for our audit opinion on the financial statements.

**Full-scope audits** will be performed using the materiality level specified for the individual controlled entities that are individually significant to the financial statements.

The preliminary materiality levels for the following significant components are:

Regional Municipality of Wood Buffalo non-consolidated component*	\$ 16,000,000
Regional Municipality of Wood Buffalo Library	\$ 223,000
Wood Buffalo Housing & Development Corporation	\$6,400,000
Regional Recreation Corporation of Wood Buffalo	\$ 1,100,000

\*Note: Component materiality for audit of the consolidated financial statements of the Municipality. A separate opinion is not issued on the non-consolidated financial statements.

# Appendix 1 – Audit approach

Deloitte's audit approach is a systematic methodology that enables us to tailor our audit scope and plan to address the unique issues facing the Municipality.

The following steps are not necessarily sequential nor are they mutually exclusive. For example, once we have developed our audit plan and the audit is being performed, we may become aware of a risk that was not identified during the planning phase. Based on that new information, we would reassess our planning activities and adjust the audit plan accordingly.

## 1. Initial planning

The Deloitte audit approach begins with an extensive planning process that includes:

- Assessing your current business and operating conditions
- Understanding the composition and structure of your business and organization
- Understanding your accounting processes and internal controls
- Understanding your information technology systems
- Identifying potential engagement risks
- Planning the scope and timing of internal control and substantive testing that take into account the specific identified engagement risks

## 2. Assessing and responding to engagement risk

Our audit approach combines an ongoing identification of risks with the flexibility to adjust our approach when additional risks are identified. Since these risks may impact our audit objectives, we consider materiality in our planning to focus on those risks that could be significant to your financial reporting.

### Consideration of the risk of fraud

When we identify a misstatement or control deficiency, we consider whether it may be indicative of fraud and what the implications of fraud and significant error are in relation to other aspects of the audit, particularly the reliability of management representations.

In determining our audit strategy to address the assessed risks of material misstatement due to fraud, we will:

- Assign and supervise personnel, taking into account the knowledge, skill and ability of individuals with significant engagement responsibilities and our assessment of the risks of material misstatement due to fraud for the engagement.
- Evaluate whether the Municipality's selection and application of accounting policies, particularly those related to subjective measurements and complex transactions, may be indicative of fraudulent financial reporting resulting from management's effort to manage earnings.
- Incorporate an element of unpredictability when selecting the nature, timing and extent of our audit procedures.

We will inquire directly of the Council regarding:

- Its views about the risk of fraud
- Whether it has knowledge of any actual or suspected fraud affecting the Municipality, and
- The role it exercises in the oversight of fraud risk assessment and the establishment of mitigating controls.

We will also inquire if the Council is aware of tips or complaints regarding the Municipality's financial reporting and, if so, Council's responses to such tips and complaints and whether it is aware of matters relevant to the audit, including, but not limited to, violations or possible violations of laws or regulations.

If we suspect fraud involving management, we will communicate these suspicions to Council and discuss the nature, timing, and extent of audit procedures necessary to complete the audit.

### **Information technology**

An important part of our audit planning process involves gaining an understanding of:

1. The importance of the computer environment relative to the risks to financial reporting
2. The way in which that environment supports the control procedures we intend to rely on when conducting our audit, and
3. The computer-based information that supports our substantive procedures.

The objective of our review of computer controls is to identify potential areas of risk and assess the relevance, reliability, accuracy and completeness of the data produced by the systems. We also assess the operating effectiveness of the computer environment and determine the reliability of the financial information used to generate the financial statements. To accomplish this, we gain an up-to-date understanding of your organization's computer processing environment and our understanding of the relevant general computer controls. We then conduct tests to support our conclusion on the operating effectiveness of controls considered relevant to the audit.

### **3. Developing and executing the audit plan**

The performance of an audit includes evaluating the design and determining the implementation of internal controls relevant to the audit, testing the operational effectiveness of the controls we intend to rely on, and performing substantive audit procedures.

### **Audit procedures**

The timing of our audit procedures is dependent upon a number of factors including the need to coordinate with management for the provision of supporting analysis and other documentation. Generally, we perform our audit procedures to allow us sufficient time to identify significant issues early, thereby allowing more time for analysis and resolution.

### **Substantive audit procedures**

Our substantive audit procedures consist of a tailored combination of analytical procedures and detailed tests of transactions and balances. These procedures take into account the results of our controls tests and are designed to enable us to obtain reasonable assurance that the financial statements are free from material misstatements. To obtain this assurance, misstatements that we identify while performing substantive auditing procedures will be considered in relation to the financial statements as a whole. Any misstatements that we identify, other than those that are clearly trivial (the clearly trivial threshold has been set at \$450,000), will be reported to management and Council. In accordance with Canadian GAAS, we will request that misstatements be corrected.

#### 4. Reporting and assessing performance

##### **Perform post-engagement activities**

We will analyze the results of the audit procedures performed throughout the year and, prior to rendering our report, we will conclude whether:

- The scope of the audit was sufficient to support our opinion, and
- The misstatements identified during the audit do not result in the financial statements being materially misstated.

##### **Independence**

We have developed important safeguards and procedures to protect our independence and objectivity. If, during the year, we identify a breach of independence, we will communicate it to you in writing. Our communication will describe the significance of the breach, including its nature and duration, the action taken or proposed to be taken, and our conclusion as to whether or not the action will satisfactorily address the consequences of the breach and have any impact on our ability to serve as independent auditor to the Municipality.

We are independent of the Municipality and we will reconfirm our independence in our final report to Council.

# Appendix 2 – Communication requirements

Required communication	Reference
<b>Audit Service Plan</b>	
1. Our responsibilities under Canadian GAAS, including forming and expressing an opinion on the financial statements	CAS <sup>1</sup> 260.14
2. An overview of the overall audit strategy, addressing: <ul style="list-style-type: none"> <li>a. Timing of the audit</li> <li>b. Significant risks, including fraud risks</li> <li>c. Nature and extent of specialized skill or knowledge needed to perform the planned audit procedures related to significant risk</li> <li>d. Names, locations, and planned responsibilities of other independent public accounting firms or others that perform audit procedures in the audit</li> </ul>	CAS 260.15
3. Significant transactions outside of the normal course of business, including related party transactions	CAS 260 App. 2, CAS 550.27
<b>Enquiries of those charged with governance</b>	
4. How those charged with governance exercise oversight over management's process for identifying and responding to the risk of fraud and the internal control that management has established to mitigate these risks	CAS 240.20
5. Any known suspected or alleged fraud affecting the Municipality	CAS 240.21
6. Whether the Municipality is in compliance with laws and regulations	CAS 250.14
<b>Year-end communication</b>	
7. Fraud or possible fraud identified through the audit process	CAS 240.40-.42
8. Significant accounting policies, practices, unusual transactions, and our related conclusions	CAS 260.16 a.
9. Alternative treatments for accounting policies and practices that have been discussed with management during the current audit period	CAS 260.16 a.
10. Matters related to going concern	CAS 570.23
11. Management judgments and accounting estimates	CAS 260.16 a.
12. Significant difficulties, if any, encountered during the audit	CAS 260.16 b.
13. Material written communications between management and us, including management representation letters	CAS 260.16 c.
14. Other matters that are significant to the oversight of the financial reporting process	CAS 260.16d.
15. Modifications to our opinion(s)	CAS 260.A18
16. Our views of significant accounting or auditing matters for which management consulted with other accountants and about which we have concerns	CAS 260.A19

<sup>1</sup> CAS: Canadian Auditing Standards – CAS are issued by the Auditing and Assurance Standards Board of CPA Canada

Required communication	Reference
17. Significant matters discussed with management	CAS 260.A.19
18. Matters involving non-compliance with laws and regulations that come to our attention	CAS 250.23
19. Significant deficiencies in internal control, if any, identified by us in the conduct of the audit of the financial statements	CAS 265
20. Uncorrected misstatements and disclosure items	CAS 450.12-13
21. Any significant matters arising during the audit in connection with the Municipality's related parties	CAS 550.27

# Appendix 3 – 2018 Summary audit timeline

This estimated timetable indicates our various procedures and release of our communications as planned throughout the year:

	Dates
Presentation of 2018 audit plan to the Council	December 11, 2018
MSA to be submitted to management to sign on behalf of the Council	December 11, 2018
Interim audit procedures to perform testing of the design and implementation of internal controls, substantive procedures and the preparation of confirmations	December 3-December 7, 2018
Interim audit findings discussed with management	December 2018
Commencement of year-end field work – financial statements, Municipal Financial Information Return, LAPP and FCSS	March 4, 2019
The Municipality to provide Deloitte with initial draft consolidated financial statements	March 14, 2019
Provision of draft independent auditor's report and recommendations to management	April 1, 2019
Presentation of final financial statements by management and audit findings and independent auditor's report to Council	April 9, 2019
Issuance of 2018 management recommendation letter	April 1, 2019
Anticipated independent auditor's report date	April 23, 2019



# Appendix 4 – Deloitte resources a click away

At Deloitte, we are devoted to excellence in the provision of professional services and advice, always focused on client service. We have developed a series of resources, which contain relevant and timely information.

<input type="checkbox"/> Canada's Best Managed Companies ( <a href="http://www.bestmanagedcompanies.ca">www.bestmanagedcompanies.ca</a> )	<ul style="list-style-type: none"> <li>• Directors</li> <li>• CEO/CFO</li> </ul>	The Canada's Best Managed Companies designation symbolizes Canadian corporate success: companies focused on their core vision, creating stakeholder value and excelling in the global economy.
<input type="checkbox"/> Centre for financial reporting ( <a href="http://www.cfr.deloitte.ca">www.cfr.deloitte.ca</a> )	<ul style="list-style-type: none"> <li>• Directors</li> <li>• CEO/CFO</li> <li>• Controller</li> <li>• Financial reporting team</li> </ul>	Web site designed by Deloitte to provide the most comprehensive information on the web about financial reporting frameworks used in Canada.
<input type="checkbox"/> Financial Reporting Insights ( <a href="http://www.iasplus.com/fri">www.iasplus.com/fri</a> )	<ul style="list-style-type: none"> <li>• CFO</li> <li>• Controller</li> <li>• Financial reporting team</li> </ul>	Monthly electronic communications that helps you to stay on top of standard-setting initiatives impacting financial reporting in Canada.
<input type="checkbox"/> On the board's agenda	<ul style="list-style-type: none"> <li>• Directors</li> <li>• CEO/CFO</li> </ul>	Bi-monthly publication examining a key topic in detail, including the perspectives of a Deloitte professional with deep expertise in the subject matter as well as the views of an experienced external director.
<input type="checkbox"/> State of change ( <a href="http://www.iasplus.com/StateOfChange">www.iasplus.com/StateOfChange</a> )	<ul style="list-style-type: none"> <li>• CFO</li> <li>• VP Finance</li> <li>• Controller</li> <li>• Financial reporting team</li> </ul>	Bi-monthly newsletter providing insights into key trends, developments, issues and challenges facing the not-for-profit sector in Canada, with a Deloitte point of view.
<input type="checkbox"/> Deloitte Financial Reporting Update ( <a href="http://www.deloitte.com/ca/update">www.deloitte.com/ca/update</a> )	<ul style="list-style-type: none"> <li>• CFO</li> <li>• VP Finance</li> <li>• Controller</li> <li>• Financial reporting team</li> </ul>	Learning webcasts offered throughout the year featuring our professionals discussing critical issues that affect your business.



**Subject: Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans with Neighbouring Municipalities**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

1. THAT Bylaw No. 18/024, being a bylaw to create an Intermunicipal Collaboration Framework Agreement with the Municipal District of Opportunity Number 17, be read a first time.
2. THAT Bylaw No. 18/024 be read a second time.
3. THAT Bylaw No. 18/024 be considered for third and final reading.
4. THAT Bylaw No. 18/024 be read a third and final time.
5. THAT Administration be directed to file Bylaw No. 18/024 with the Minister of Municipal Affairs within 90 days of its adoption by the Council, in accordance with Section 708.28 (1) of the *Municipal Government Act*.
6. THAT the Mayor be authorized to send letters to the Minister of Municipal Affairs requesting exemptions from the requirements of section 631 of the *Municipal Government Act*, as it relates to forming Intermunicipal Development Plans with the following municipalities, as the common boundary is composed entirely of federal and/or provincial crown lands:
  - (a) The Municipal District of Opportunity Number 17;
  - (b) Mackenzie County;
  - (c) Improvement District 349.
7. THAT Administration be directed to continue discussions with Lac La Biche County on the creation of an Intermunicipal Collaboration Framework Agreement Bylaw and determination of the need for an Intermunicipal Development Plan.
8. THAT Administration be directed to continue to work with Mackenzie County and

Improvement District 349 to prepare Intermunicipal Collaboration Framework Agreement Bylaws.

### **Summary:**

On April 1, 2018 changes to the Municipal Government Act, require two or more neighbouring municipalities to develop and adopt an Intermunicipal Collaboration Framework (ICF) and create an Intermunicipal Development Plan (IDP).

An Intermunicipal Collaboration Framework Agreement Bylaw has been developed with the Municipal District (MD) of Opportunity for Council approval. (Attachment 1)

In accordance with Ministerial Order MSL 047/18, which allows municipalities to apply to the Minister for an exemption from the requirements of Section 631 of the *Municipal Government Act* to develop an Intermunicipal Development Plan, an IDP Exemption Resolution for Council approval is being requested for the following municipalities:

- MD of Opportunity Number 17;
- Mackenzie County;
- Improvement District 349.

### **Background:**

Changes to the *Municipal Government Act*, introduced in October 2017, and effective from April 1, 2018, require two or more neighbouring municipalities to develop an Intermunicipal Collaboration Framework (ICF) and, as a component of the ICF, also develop an Intermunicipal Development Plan (IDP).

The adopted ICF with the corresponding IDP document were originally to be completed and submitted to the Minister of Municipal Affairs by April 1, 2020. However, a Ministerial order, MSL: 047/18, was issued in July 2018, which extended the timeline for completion by one year, to April 1, 2021.

### **Intermunicipal Collaboration Framework (ICF)**

The ICF is intended to promote a more integrated and strategic approach to intermunicipal land use planning, service delivery and funding. The ICF is a tool to facilitate cooperation between neighbouring municipalities with a view to providing efficient services to residents. An ICF must address the following services:

- Transportation;
- Water and waste water;
- Solid waste;

- Emergency services;
- Recreation; and
- Any other services that benefit communities.

The ICF is an agreement adopted by bylaw, by the participating municipalities. There is no standard format for an ICF document, only that the minimum content requirements of the ICF agreement, as set out in the *Municipal Government Act* (MGA), are met. This includes a dispute resolution process. Each party to the ICF agreement must pass matching ICF bylaws.

### Intermunicipal Development Plans (IDP)

Intermunicipal Development Plans (IDPs) are statutory land-use plans, prepared by two or more municipalities, for lands along their shared boundaries. Their purpose is to provide land use and development policy direction for areas of mutual importance and interest. The IDP is a mandatory component of the ICF being key to the development of future services that the ICF must address.

However, the Province, recognizing that there is limited value in the creation of an IDP in areas where development is restricted, introduced Ministerial Order MSL: 047/18, in July 2018. This Ministerial Order outlines a straight-forward process for municipalities to follow to seek exemptions from the requirement to prepare an IDP. The Minister will grant exemptions if the following conditions are met:

- The entire area along one or both sides of the common boundary must be composed entirely of federal or provincial Crown land.
- Both municipalities must be in agreement that an IDP is unnecessary, and both councils must pass motions, similar in intent, declaring their mutual desire to opt out of the IDP.

### Neighbouring Municipalities

The Regional Municipality of Wood Buffalo shares common boundaries with the following municipalities:

- MD of Opportunity No.17;
- Mackenzie County;
- Improvement District (ID) 349; and
- Lac La Biche County.

Although the Municipality shares a border with Wood Buffalo National Park (Improvement District 24) the Intermunicipal Collaboration Framework Regulation exempts the National Park from preparing an ICF or IDP with its neighbouring municipalities.

The northern and eastern boundaries of the Regional Municipality of Wood Buffalo are formed by the Northwest Territories and the Province of Saskatchewan, respectively. The MGA applies only to Alberta and does not require municipalities to develop ICFs with municipalities in other provinces.

A map showing the Municipality and its neighbouring municipalities is shown in Attachment 2.

#### Discussions with Neighbouring Municipalities

The Municipality has been in discussions with all the neighbouring municipalities about the approach to be followed in developing respective ICF Agreement Bylaws and IDP Exemption Resolutions.

Progress with the preparation of the ICF Agreement bylaws and IDP Exemption Resolutions and a summary of Administration's discussions to-date with our neighbouring municipalities is shown in Attachment 3.

#### **Rationale for Recommendations:**

The preparation and adoption of Intermunicipal Collaboration Framework (ICF) bylaws between municipalities that share a common boundary is a requirement of the *Municipal Government Act* (section 708.28). The Province requires all municipalities in Alberta to prepare ICFs with their neighbouring municipalities before April 2021. Administration is therefore starting to bring forward ICFs that are mutually-agreeable with its neighbouring municipalities for Council's consideration.

Intermunicipal Development Plans are a mandatory component of the ICF, unless the municipalities who are party to the ICF, are able to meet the conditions for exemption from preparing an IDP. Since the conditions for exemption have been met with three of our neighbours, Exemption Resolutions are being brought forward for Council's consideration. Administration will continue working with the remaining two neighbouring municipalities and follow up with Council when mutually-agreeable conclusions have been reached.

#### **Strategic Priorities:**

Responsible Government

**Attachments:**

- 1. Bylaw No. 18/024 - ICF Agreement with MD Opportunity**
- 2. Map of ICF - IDP Neighbouring Municipalities**
- 3. ICF and IDP update**

## Attachment 1

## BYLAW NO. 18/024

**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO ADOPT THE REGIONAL MUNICIPALITY OF WOOD BUFFALO / MUNICIPAL DISTRICT OF OPPORTUNITY NO. 17 INTERMUNICIPAL COLLABORATION FRAMEWORK (ICF) AGREEMENT**

**WHEREAS** section 708.28(1) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, (the Act”) mandates that municipalities that have common boundaries must create an Intermunicipal Collaborative Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded;

**WHEREAS** the Regional Municipality of Wood Buffalo and the MD of Opportunity No. 17 share a common border;

**AND WHEREAS** the Regional Municipality of Wood Buffalo and the MD of Opportunity No. 17 share common interest and are desirous of working together to provide services to their residents;

**NOW THEREFORE** the Council of the Regional Municipality of Wood Buffalo, duly assembled, hereby adopts the Regional Municipality of Wood Buffalo and MD of Opportunity No. 17 Intermunicipal Agreement, being the document attached hereto and forming Schedule A of this Bylaw.

This Bylaw comes into force and effect when passed.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 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

Attachment: 1. Bylaw No. 18/024 - ICF Agreement with MD Opportunity (ICF and IDP)

Intermunicipal Collaboration Framework  
Between  
The Regional Municipality of Wood Buffalo  
and  
The MD of Opportunity No. 17



WHEREAS, the Regional Municipality of Wood Buffalo and the MD of Opportunity No. 17 share a common border; and

WHEREAS, the Regional Municipality of Wood Buffalo and the MD of Opportunity No. 17 have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the municipalities hereto it is agreed as follows:

#### **A. TERM AND REVIEW**

1. In accordance with the Municipal Government Act, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both municipalities.
2. This Framework may be amended by mutual consent of both municipalities unless specified otherwise in this Framework.
3. It is agreed by the municipalities that the Councils shall review this Framework at least once every four years, commencing no later than 2022, the terms and conditions of the agreement.

#### **B. INTERMUNICIPAL COOPERATION**

1. The Councils of each municipality shall be the forum for reviewing the Intermunicipal Collaboration Framework.

#### **C. GENERAL TERMS**

1. Both municipalities agree that in consideration of the service agreements outlined in Section D, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

#### **D. MUNICIPAL SERVICES**

1. Both municipalities have reviewed the services offered to residents. Based on the review it has been determined that each municipality will continue to provide the following services to their residents independently:

- a. Transportation
- b. Water
- c. Wastewater
- d. Solid Waste
- e. Emergency Services
- f. Recreation

## **E. FUTURE PROJECTS & AGREEMENTS**

- 1) In the event that either municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating Municipality's Chief Administrative Officer will notify the other Municipality's Chief Administrative Officer in writing.

## **F. DISPUTE RESOLUTION**

1. The municipalities are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
2. The municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. In the event of a dispute, the municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following order:
  - a. negotiation;
  - b. mediation; and
  - c. binding arbitration.
4. If any dispute arises between the municipalities regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
5. If the Dispute Resolution Process is invoked, the municipalities shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
6. Despite F(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
7. A party shall give written notice ("Dispute Notice") to the other party of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the respective

Councils shall meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the Chief Administrative Officers. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.

8. If the municipalities cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.
9. Either party shall be entitled to provide the other party with a written notice ("Mediation Notice") specifying:
  - a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
  - b. The nomination of an individual to act as the mediator.
10. The municipalities shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.
11. Where a mediator is appointed, the municipalities shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The municipalities shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the municipalities.
12. In the event that:
  - a. The municipalities do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
  - b. The mediation is not completed within sixty (60) after the appointment of the mediator; or
  - c. The dispute has not been resolved within ninety (90) from the date of receipt of the Mediation Notice; either party may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.
13. If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the municipalities may provide the other party with written notice ("Arbitration Notice") specifying: a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and b. the nomination of an individual to act as the arbitrator.
14. Within thirty (30) days following receipt of the Arbitration Notice, the other party shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed items by arbitration, and advise whether it agrees with the arbitrator

selected by the initiating party or provide the name of one arbitrator nominated by that other party.

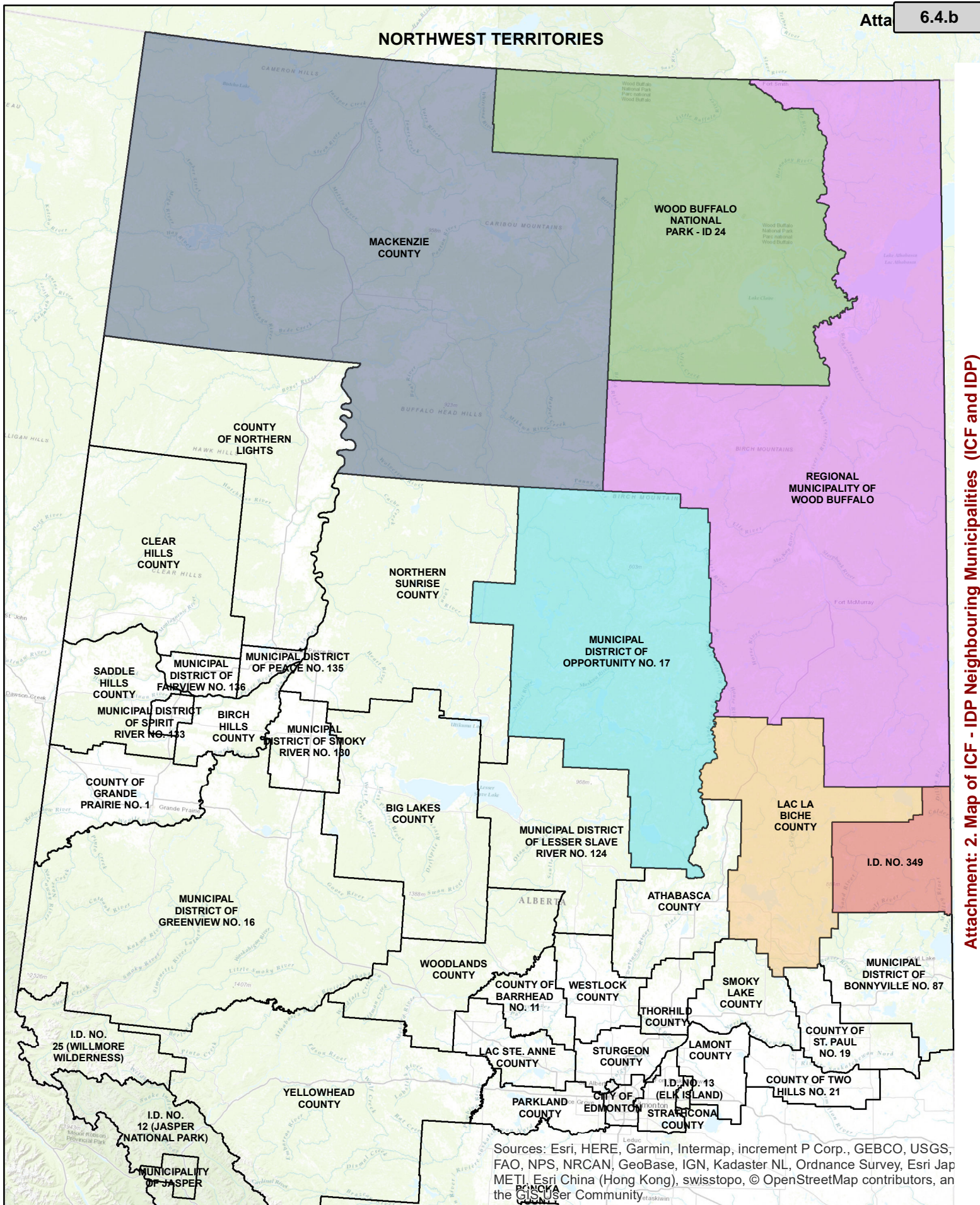
15. The municipalities shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.
16. Should the municipalities fail to agree on a single arbitrator within the prescribed time period, then either party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
17. The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving party's response thereto.
18. The Arbitration Act (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.
19. The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.
20. The arbitrator's decision is final and binding upon the Counties subject only a party's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.
21. If the municipalities do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence and for oral argument.
22. Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
23. If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, as their sole discretion, may solicit written submissions. If the arbitrator requests written submissions, they must be considered in the decision.
24. The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the municipalities.
25. On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the municipalities.

## **G. CORRESPONDENCE**

Written notice under this Agreement shall be provided to the Mailing Addresses of each respective municipality and Attention to the Chief Administrative Officers.



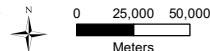
# NORTHWEST TERRITORIES



Attachment: 2. Map of ICF - IDP Neighbouring Municipalities (ICF and IDP)

## Intermunicipal Collaboration Frameworks Neighbouring Municipalities

- LAC LA BICHE COUNTY
- MACKENZIE COUNTY
- I.D. NO. 349
- MUNICIPAL DISTRICT OF OPPORTUNITY NO. 17
- REGIONAL MUNICIPALITY OF WOOD BUFFALO
- WOOD BUFFALO NATIONAL PARK - ID 24



**Current Status of Intermunicipal Collaboration Framework Agreement Bylaws and Intermunicipal Development Plan Exemption Resolutions  
with neighbouring municipalities**

	<b>MD of Opportunity</b>	<b>Mackenzie County</b>	<b>ID 349</b>	<b>Lac La Biche County</b>	<b>Wood Buffalo National Park (ID 24)</b>
<b>ICF Agreement Bylaw</b>	<b>ICF Agreement Bylaw*</b>	In progress	In progress	Under discussion to be determined	<b>N/A</b>
<b>IDP Exemption Resolution</b>	<b>IDP Exemption Resolution*</b>	<b>IDP Exemption Resolution*</b>	<b>IDP Exemption Resolution*</b>	Under discussion to be determined	<b>N/A</b>
<b>Comments</b>	<p>MD of Opportunity adopted their ICF Bylaw and IDP Exemption Resolution with the RM of Wood Buffalo on November 14, 2018.</p> <p>The ICF Bylaw is a “simplified” ICF stating that following review, each municipality will continue to provide services to their residents independently.</p> <p>MD of Opportunity will submit their ICF Bylaw and IDP Exemption Resolution to the Minister once the RMWB has completed the same process.</p> <p>Copies of the ICF Bylaws and IDP Exemption Resolutions are to be filed with the Minister within 90 days of Council approval.</p>	<p>The Municipality and Mackenzie County have discussed a desire to prepare a “simplified” ICF agreement.</p> <p>Both Councils have discussed a desire to proceed with IDP Exemption Resolutions.</p> <p>The Municipality to present the IDP Exemption Resolution with Mackenzie County to Council on December 11, 2018</p>	<p>Administration is reviewing services and working with the provincial representative for ID 349.</p> <p>The provincial representative is preparing the ICF template.</p> <p>The RM of Wood Buffalo is to present the IDP Exemption Resolution with ID 349 to Council on December 11, 2018</p>	<p>Lac La Biche County and the Municipality are reviewing existing services as part of the ICF process.</p> <p>Although the common boundary consists of Crown lands, issues of cross border development, at Mariana Lake and to the south of Conklin, require further investigation.</p> <p>A decision will be made on the Intermunicipal Development Plan once the service review is completed.</p>	<p>The Intermunicipal Collaboration Framework Regulation (Alberta Regulation 191/2017) exempts the National Park from preparing ICFs and IDPs with its neighbouring municipalities</p>

\*Documents to be presented to Council (December 11, 2018) for approval.



## COUNCIL REPORT

Meeting Date: December 11, 2018

**Subject: Feasibility Study regarding Shell Place**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

### **Recommended Motion:**

THAT Administration be directed to undertake a feasibility study to change the Shell Place stadium field and bleachers to an all-weather indoor structure and that a report on this study be presented to Council by February 5, 2019.

### **Summary:**

At the November 27, 2018 Council Meeting, Councillor P. Meagher served notice of his intent to bring forward the following motion for consideration at the December 11, 2018 Council meeting:

"THAT Administration be directed to undertake a feasibility study to change the Shell Place stadium field and bleachers to an all-weather indoor structure and that a report on this study be presented to Council by February 5, 2019."

### **Rationale for Recommendation:**

Pursuant to section 113 of Procedure Bylaw No. 18/020, the motion is now being submitted for Council's consideration.

### **Strategic Priorities:**

Responsible Government



**Subject: Creation of Integrity and Ethics Commissioner**

**APPROVALS:**

**Annette Antoniak**

\_\_\_\_\_  
Director

\_\_\_\_\_  
Chief Administrative Officer

**Recommended Motion:**

THAT Administration be directed to review and research practices amongst other municipalities with respect to Integrity and Ethics Commissioners and bring forward a bylaw or policy for the creation of such Commissioner for consideration of Council as soon as possible.

**Summary:**

At the November 27, 2018 Council Meeting, Mayor D. Scott served notice of his intent to bring forward the following motion for consideration at the December 11, 2018 Council meeting

THAT Administration be directed to review and research practices amongst other municipalities with respect to Integrity and Ethics Commissioners and bring forward a bylaw or policy for the creation of such Commissioner for consideration of Council as soon as possible.

**Rationale for Recommendation:**

Pursuant to section 113 of Procedure Bylaw No. 18/020, the motion is now being submitted for Council's consideration.

**Strategic Priorities:**

Responsible Government