



Council

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

Tuesday, July 9, 2019
1:00 PM

Agenda

1. **Call to Order**
2. **Adoption of Agenda**
3. **Minutes of Previous Meeting**
 - 3.1. Council Meeting - June 25, 2019
4. **Recognition**
 - 4.1. Drowning Prevention Week
5. **New Business**
 - 5.1. Bylaw No. 19/020 - 2022 Arctic Winter Games Host Society Bylaw Amendment and 2022 Arctic Winter Games Host Society Appointments
 1. THAT Bylaw No. 19/020, being an amendment to the 2022 Arctic Winter Games Host Society Bylaw, be read a first time.
 2. THAT Bylaw No. 19/020 be read a second time.
 3. THAT Bylaw No. 19/020 be considered for third and final reading.
 4. THAT Bylaw No. 19/020 be read a third and final time.
 5. THAT the following appointments to the 2022 Arctic Winter Games Host Society be approved effective immediately:
Director – Administration – Ashely Ryan
Director – Marketing & Public Relations – Michelle Toner
Director – Communications & IT – Greg Tolson
Director – Care & Comfort – Jean-Marc Guillamot
Director – Sport-Technical – Kelsey Green
Director – Sport-Facilities – Erica Brewer
Director – Culture & Ceremonies – Allison Flett
Director – Volunteer & Protocol – Michelle Farrow
Directors-At-Large – Chelsi Ryan and Kimberley Rizzi
Ex-Officio Council Members – Councillors Sheila Lalonde and Claris Voyageur

5.2. Alberta Urban Municipalities Association Above and Beyond Award Nomination

THAT Council approve submission of a nomination for the 2019 Alberta Urban Municipalities Association Above and Beyond Award. This nomination will focus on the work of the Regional Municipality of Wood Buffalo's Chief Administrative Officer Annette Antoniak and the Financial Services Department for the zero-based budgeting initiative introduced in 2017.

6. **Unfinished Business**

6.1. Bylaw No. 19/019 - Well Drilling Equipment Tax Bylaw

1. THAT Bylaw No. 19/019, being the Well Drilling Equipment Tax Bylaw, be read a second time.

2. THAT Bylaw No. 19/019 be read a third and final time.

6.2. Public Hearing for Bylaw No. 19/018 - Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodation

6.3. Bylaw No. 19/018 - Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations

1. THAT Bylaw No. 19/018, being an amendment to the Land Use Bylaw specific to the definition and general regulations related to project accommodations, be read a second time.

2. THAT Bylaw No. 19/018 be read a third and final time.

Matter not Proceeding - Public Hearing/Family Christian Centre - Request to Purchase Land - Plan 8022553, Block 84, Lot 104MR

- **Matter Withdrawn**

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, June 25, 2019, commencing at 4:00 PM.

Present:

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

Administration:

Annette Antoniak, Chief Administrative Officer
 Jade Brown, Chief Legislative Officer
 Chris Davis, Acting Director, Legal Services
 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
 Shauna Sanheim, Legislative Officer

1. Call to Order

Mayor D. Scott called the meeting to order at 2:00 p.m.

2. In-Camera Session

MOTION:

THAT Council close items 2.1 and 2.2 to the public pursuant to sections 17(1), 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*.

Minutes Acceptance: Minutes of Jun 25, 2019 4:00 PM (Minutes of Previous Meeting)

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

2.1. Advice from Officials and Privileged Information - Land Matter

(in camera pursuant to sections 24(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Annette Antoniak	Chief Administrative Officer
Jade Brown	Legislative Advice/Clerk
Brad McMurdo	Director, Planning and Development
Chris Davis	Acting Director, Legal Services
Don Lidstone, Q.C.	External Legal Counsel, Lidstone & Company

Entrance

Councillor J. Stroud joined the meeting at 2:03 p.m.

Exit

Administration exited the meeting at 2:10 p.m. with the exception of Don Lidstone, Q.C., external legal counsel.

2.2. Disclosure Harmful to Personal Privacy and Privileged Information - Labour Matter

(in camera pursuant to sections 17(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*)

Name	Reason for Attending
Don Lidstone, Q.C.	External Legal Counsel, Lidstone & Company

Recess

A recess occurred from 2:43 p.m. to 3:00 p.m.

MOTION:

THAT the meeting reconvene in public.

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

MOTION:

THAT the Mayor, on behalf of Council, be authorized to execute a contract addendum for a term ending on March 31, 2022, as negotiated specific to Closed Session Item 2.2, Labour Matter (in camera pursuant to sections 17(1) and 27(1) of the *Freedom of Information and Protection of Privacy Act*).

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

Recess

A recess occurred between 3:50 p.m. and 4:09 p.m., at which time the meeting reconvened in Council Chamber.

3. Adoption of AgendaNotice of Motion:

Mayor D. Scott served notice of his intent to bring forward the following motion at the next Council Meeting – July 8, 2019:

THAT Council identify the East Clearwater Highway as the primary transportation priority in the RMWB; and

THAT a letter be drafted to the local MLAs, MPs, the Premier, the Prime Minister, the Provincial Minister of Transportation and the relevant Federal Ministers setting out that it is our region's primary transportation priority and the benefits of the Highway include but are not limited to the following:

- Dangerous Goods route that is not only hundreds of meters from our Aging in Place and Hospital Facilities;

- In case of an evacuation for any reason, fire or otherwise, it gives our emergency response teams three choices to move away from harm; and
- It sets a natural fire break should the fire come from a different direction next time.

MOTION:

THAT the Agenda be adopted as presented.

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

4. Minutes of Previous Meetings

4.1. Council Meeting - June 11, 2019

THAT the Minutes of the Council Meeting held on June 11, 2019 be approved as presented.

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

5. Presentations

5.1. Family Christian Centre Presentation

Conflict of Interest

Councillor J. Peddle declared a conflict of interest and exited the Chamber at 4:14 p.m.

Recess

A recess occurred between 4:16 p.m. and 4:20 p.m.

Councillor K. McGrath stated for the record that he is a Catholic School Board Trustee and based on discussion with legal counsel can participate in the following discussion and potential voting on this matter.

Pecuniary Interest

Councillor P. Meagher declared a pecuniary interest due to an employment relationship with the Fort McMurray Public School Board and exited the Chamber at 4:21 p.m.

Rev. Edwin Rideout, Chuck Vincent and Kyle Gogolinski, Family Christian Centre, presented their request to purchase Block 84, Lot 104MR for a nominal fee.

Recess

A recess occurred between 5:06 p.m. and 5:19 p.m.

Councillor J. Stroud requested that Administration provide the number of organizations that have previously received land for nominal fees or less than market value from the Municipality.

MOTION:

THAT a public hearing for this matter be scheduled to occur on July 9, 2019; and

THAT Administration be directed to bring forward the necessary documents at that time for consideration of this request.

RESULT:	CARRIED [9 TO 0]
MOVER:	Mike Allen, Councillor
SECONDER:	Claris Voyageur, Councillor
FOR:	Scott, Allen, Balsom, Inglis, Lalonde, McGrath, Murphy, Stroud, Voyageur
PECUNIARY INTEREST:	Meagher
ABSENT:	Peddle

5.3. Dr. Trent Keough - Keyano College International Theatre and Art Gallery Development and Operations

Pecuniary Interest and Returns

Councillor K. Balsom declared a pecuniary interest based on advice from independent legal counsel and exited the Chamber at 5:26 p.m., at which time Councillors J. Peddle and P. Meagher returned to the meeting.

Dr. Trent Keough, President and Chief Executive Officer, Frederick Russell, Vice President, Academic, and Dale Mountain, Vice President, Corporate and Chief Financial Officer, Keyano College, presented an overview of the proposed Keyano College International Theatre and Art Gallery development and operations.

Exit and Return

Councillor M. Allen exited the meeting at 5:47 p.m. and returned at 5:50 p.m.

Business Arising

Elsie Hutton, Director, Corporate and Community Services, provided an overview of the Keyano Arts Centre Proposal report.

Liana Wheeldon, Executive Director, Arts Council Wood Buffalo, spoke in support of the Keyano Arts Centre Proposal.

Exit

Councillor K. McGrath exited the meeting at 6:05 p.m.

Hanna Fridhed, representing small theatre groups and artists in Fort McMurray, spoke in support of the Keyano Theatre and of the Keyano Arts Centre Proposal.

Exit and Returns

Councillor K. McGrath returned to the meeting at 6:13 p.m.

Councillor S. Lalonde exited the meeting at 6:14 p.m. and returned at 6:15 p.m.

Sheldon Dahl, teacher, Composite High School, spoke in support of the Keyano Theatre and Keyano Arts Centre Proposal.

Councillor J. Stroud requested that Administration investigate how much provincial funding, as well as the amount of municipal funding that is provided in the Region, as well as across the province for arts and art facilities.

MOTION:

THAT the Arts Infrastructure Wood Buffalo, Keyano College Proposal be referred to Administration for detailed business case review and consideration as part of the 2020 Budget and Financial Plan.

RESULT:	CARRIED [10 TO 0]
MOVER:	Mike Allen, Councillor
SECONDER:	Phil Meagher, Councillor
FOR:	Scott, Allen, Inglis, Lalonde, McGrath, Meagher, Murphy, Peddle, Stroud, Voyageur
PECUNIARY INTEREST:	Balsom

Return

Councillor K. Balsom returned to the meeting at 6:27 p.m.

5.4. Community Investment Program Update

Toni Elliott, Senior Manager, Community Services, presented an overview of the Community Investment Program Update.

6. Unfinished Business

6.1. Bylaw No. 19/013 - Repeal of Obsolete Bylaws

Audrey Rogers, Senior Manager, Corporate Governance, introduced Bylaw No. 19/013 - Repealing of Inoperative, Obsolete, Expired, Spent and Ineffective Bylaws.

MOTION:

THAT Bylaw No. 19/013, being a bylaw to repeal obsolete, redundant and outdated bylaws, be read a second time.

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

MOTION:

THAT Bylaw No. 19/013 be read a third and final time.

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

6.2. Bylaw No. 19/015 - Fireworks Bylaw

Jody Butz, Fire Chief, Nick Brenner, Acting Assistant Deputy Chief, and Hunter Langpap, Acting Fire Marshall, Regional Emergency Services, introduced Bylaw No. 19/015 - Fireworks Bylaw.

MOTION:

THAT Bylaw No. 19/015, being the Fireworks Bylaw, be read a second time.

Recess

A recess occurred between 7:06 p.m. and 7:19 p.m.

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

MOTION:

THAT Bylaw No. 19/015 be read a third and final time.

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

7. New Business

7.1. Bylaw No. 19/019 - Well Drilling Equipment Tax Bylaw

Philip Schofield, Regional Assessor, and Keivan Navidikasmaei, Manager, Assessment, introduced Bylaw No. 19/019 - Well Drilling Equipment Tax Bylaw.

MOTION:

THAT Bylaw No. 19/019, being the Well Drilling Equipment Tax Bylaw, be read a first time.

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

The following motion was presented for consideration by Councillor P. Meagher and seconded by Councillor S. Lalonde:

THAT Bylaw No. 19/019 be read a second time.

Councillor J. Stroud requested that Administration determine the number of years that this tax was collected by the Regional Municipality of Wood Buffalo.

Councillor K. McGrath requested that Administration provide statistical data of the quantity of well drilling equipment travelling within the municipality, the locations to which they travel, and what roads are being used.

MOTION:

THAT second reading of Bylaw No. 19/019 be deferred to July 9, 2019.

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

7.3. Strategic Plan Progress Report, Quarter 1 & 2: January 1-June 19, 2019

Kari Westhaver, Director, Human Resources, provided a summary of the Strategic Plan Progress Report, Quarter 1 & 2: June 1- June 19, 2019. Members of the Senior Leadership Team answered questions of Council.

MOTION:

THAT the Strategic Plan Progress Report for Quarter 1 & 2, 2019 be accepted as information.

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

7.4. Letter of Support - Education Crisis, Fort Chipewyan

Councillors C. Voyageur and B. Inglis introduced the matter noting concerns regarding the education crisis in Fort Chipewyan.

Councillor C. Voyageur put forward the following recommendation for consideration, "THAT the Mayor sign a letter of support to the Federal Minister of Indigenous Services Canada and the Provincial Minister of Education requesting an urgent meeting be held with community leaders regarding the education crisis that exists in Fort Chipewyan."

Jeffrey O'Donnell, Chief Executive Officer, Conklin Resource Development Advisory Committee, and Ernie Desjarlais, President of Conklin Community Association, Vice President of Conklin Métis Local #193 and Director on Conklin Resource Development Advisory Committee, expressed education concerns in Conklin.

Exit and Return

Councillor K. McGrath exited the meeting at 7:54 p.m. and returned at 8:04 p.m.

Jay Telegdi, on behalf of Athabasca Chipewyan First Nation, spoke in support of discussion regarding education crisis in Fort Chipewyan.

Exit and Return

Councillor K. Balsom exited the meeting at 8:09 p.m. and returned at 8:11 p.m.

Councillors B. Inglis and C. Voyageur agreed to the following friendly amendments to the recommendation before Council:

- Adding the words “and Conklin” at the end of the recommendation;
- Adding the words “Member of Parliament - Fort McMurray-Cold Lake” before the words “Minister of Education”; and
- Adding the words “Provincial Minister of Indigenous Affairs, Member of Legislative Assembly of Alberta - Fort McMurray-Lac La Biche and Member of Legislative Assembly of Alberta - Fort McMurray-Wood Buffalo:” after the words “Provincial Minister of Education”.

MOTION:

THAT the Mayor sign a letter of support to the Federal Minister of Indigenous Services Canada, Member of Parliament - Fort McMurray-Cold Lake, Provincial Minister of Education, Provincial Minister of Indigenous Affairs, Member of Legislative Assembly of Alberta - Fort McMurray-Lac La Biche, and Member of Legislative Assembly of Alberta - Fort McMurray-Wood Buffalo requesting an urgent meeting be held with community leaders regarding the education crisis that exists in Fort Chipewyan and Conklin.

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

Adjournment

The meeting adjourned at 8:21 p.m.

Mayor

Chief Legislative Officer

Minutes Acceptance: Minutes of Jun 25, 2019 4:00 PM (Minutes of Previous Meeting)



COUNCIL REPORT

Meeting Date: July 9, 2019

Subject: Bylaw No. 19/020 - 2022 Arctic Winter Games Host Society Bylaw Amendment and 2022 Arctic Winter Games Host Society Appointments

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 19/020, being an amendment to the 2022 Arctic Winter Games Host Society Bylaw, be read a first time.
2. THAT Bylaw No. 19/020 be read a second time.
3. THAT Bylaw No. 19/020 be considered for third and final reading.
4. THAT Bylaw No. 19/020 be read a third and final time.
5. THAT the following appointments to the 2022 Arctic Winter Games Host Society be approved effective immediately:

Director – Administration – Ashely Ryan

Director – Marketing & Public Relations – Michelle Toner

Director – Communications & IT – Greg Tolson

Director – Care & Comfort – Jean-Marc Guillamot

Director – Sport-Technical – Kelsey Green

Director – Sport-Facilities – Erica Brewer

Director – Culture & Ceremonies – Allison Flett

Director – Volunteer & Protocol – Michelle Farrow

Directors-At-Large – Chelsi Ryan and Kimberley Rizzi

Ex-Officio Council Members – Councillors Sheila Lalonde and Claris Voyageur

Summary and Background:

On March 26, 2019 Council passed Bylaw 19/007 (the Bylaw), establishing the 2022 Wood Buffalo Arctic Winter Games Host Society (Host Society). Subsequent to passing of the Bylaw, on May 14, 2019 Council directed Administration to facilitate public recruitment for the Host Society Director positions and bring forward the applications to be reviewed in consultation with the Co-Chairs. The recruitment campaign was held from May 31 to June 14, 2019, yielding 20 applications.

Following review by Council and the Co-Chairs of the applications received, the recommendations for appointments are being made in keeping with the provisions of the Bylaw.

Additionally, Administration is also recommending that Bylaw No. 19/020 (Attachment 2) be given all three readings as this facilitates the inclusion of an additional Director-at-Large position on the Host Society.

Rationale for Recommendation:

The appointment of members is necessary to ensure the viability of the 2022 Wood Buffalo Arctic Winter Games Host Society.

Strategic Priorities:

Responsible Government

Attachments:

- 1. 2022 Arctic Winter Games Host Society Appointments**
- 2. Bylaw No. 19/020 - Arctic Winter Games Bylaw Amendment**

2022 Wood Buffalo Arctic Winter Games Host Society Appointments

Director – Administration	- Ashley Ryan
Director - Marketing & Public Relations	- Michelle Toner
Director - Communications & IT	- Greg Tolson
Director - Care & Comfort	- Jean-Marc Guillamot
Director - Sport – Technical	- Kelsey Green
Director - Sport – Facilities	- Erica Brewer
Director - Culture & Ceremonies	- Allison Flett
Director - Volunteer & Protocol	- Michelle Farrow
Director - At - Large	- Kimberley Rizzi; and - Chelsi Ryan
Councillor - Ex Officio	- Sheila Lalonde, and - Claris Voyageur

BYLAW NO. 19/020**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO AMEND REGIONAL MUNICIPALITY OF WOOD BUFFALO (2022) ARCTIC WINTER GAMES BYLAW NO. 19/007.**

WHEREAS, in accordance with section 191(1) of the *Municipal Government Act*, Chapter M- 26 Revised Statutes of Alberta 2000 and amendments thereto ("**Act**"), the Council for a Municipality may amend its bylaws;

NOW THEREFORE the Council of the Regional Municipality of Wood Buffalo enacts the following:

1. The Regional Municipality of Wood Buffalo (2022) Arctic Winter Games Bylaw is amended by deleting section 9 and replacing it with the following:
 9. Council shall appoint up to 13 voting Directors from the public-at-large and each Director shall be appointed to one of the following roles:
 - (a) Co-Chair
 - (b) Co-Chair
 - (c) Director Sponsorship & Donations
 - (d) Director of Administration
 - (e) Director Marketing & Public Relationship
 - (f) Director Communications & IT
 - (g) Director Care & Comfort
 - (h) Director Sport – Technical
 - (i) Director Sport – Facilities
 - (j) Director Culture & Ceremonies
 - (k) Director Volunteer & Protocol
 - (l) Director at Large
 - (m) Director at Large
2. This Bylaw comes into force when it is passed.

READ a first time this _____ day of _____, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer



COUNCIL REPORT

Meeting Date: July 9, 2019

Subject: Alberta Urban Municipalities Association Above and Beyond Award Nomination

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

THAT Council approve submission of a nomination for the 2019 Alberta Urban Municipalities Association Above and Beyond Award. This nomination will focus on the work of the Regional Municipality of Wood Buffalo's Chief Administrative Officer Annette Antoniak and the Financial Services Department for the zero-based budgeting initiative introduced in 2017.

Summary and Background:

On an annual basis, the Alberta Urban Municipalities Association (AUMA) accepts nominations for a variety of awards. The 2019 AUMA Above and Beyond Award recognizes staff, residents, or other organizations who have played a significant role in implementing a municipality's sustainability plan and achieving the community's goals related to economic sustainability.

This year's AUMA Award theme is economic sustainability. The scope of the theme will encompass economic sustainability initiatives relating to business investment and attraction, support for entrepreneurs and workforce development. Municipalities pursue economic sustainability through a broad range of activities including but not limited to:

- Innovative policies focused on the attraction of new industries (e.g. agricultural, life and bioscience, Internet of Things, circular economy)
- Main street revitalization
- Successful implementation of the Business Vitality Alberta or Tourism Vitality Alberta Toolkit
- Development and implementation of economic development strategies
- Business attraction, retention, and expansion initiatives (e.g. business incubation, business counselling, industrial parks, marketing plans)

- Business-friendly governance policies (e.g. streamlining policies, reducing timeline for approvals, coordination between economic development and planning departments)
- Labour attraction and retention initiatives

Eligible nominees may include municipal staff, residents, and/or organizations, and may even include a committee made up of municipal officials and residents.

Nominees for the Above and Beyond Award will have gone the extra mile in one or more of the following areas:

- a. Championing the concept and principles of municipal sustainability planning within the community or municipal organization;
- b. Playing a key role in implementing a specific initiative that contributed to measurable progress of a municipality's economic sustainability.

The award will be presented during the AUMA's Annual Convention taking place in Edmonton from September 25 - 27, 2019.

Rationale for Recommendation:

Introduced to the Regional Municipality of Wood Buffalo in 2017 by Chief Administrative Officer Annette Antoniak and the Financial Services team, zero-based budgeting is an innovative budget methodology developed as a fresh approach to municipal budgeting. The adoption of zero-based budgeting requires a shift in culture as departments and leaders are challenged to identify cost efficiencies and consider their departmental budgets from a new perspective, ensuring maximum fiscal responsibility and judicious use of municipal funds.

Strategic Priorities:

Responsible Government

Attachments:

- 1. 2019 AUMA Above and Beyond Award**
- 2. 2019 AUMA Above and Beyond Award Nomination**

2019 Awards

Above & Beyond Award

This award recognizes staff, residents or other organizations who have played a significant role in implementing a municipality's sustainability plan and achieving the community's goals related to environmental sustainability.

Completed award nominations are to be submitted, with the subject line **Nomination for Above & Beyond Award** on or before **June 28, 2019**.

E-mail: awards@auma.ca

You will receive a confirmation of receipt within 2 business days of making a submission. If you do not receive confirmation, please contact Kelsie Collins - kcollins@auma.ca or 780-989-7417.



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Above & Beyond Award

The Above and Beyond Award recognizes staff, residents or other organizations who have played a significant role in implementing a municipality's sustainability plan and achieving the community's goals in a specified dimension of sustainability that rotates each year.

This year's theme is economic sustainability. The scope of the theme will encompass economic sustainability initiative relating to business investment and attraction, support for entrepreneurs and workforce development. Municipalities pursue economic sustainability through a broad range of activities including but not limited to:

- Innovative policies focus on the attraction of new industries (e.g. agricultural, life and bioscience, Internet of Things, circular economy)
- Main street revitalization
- Successfully implementation of the Business Vitality Alberta or Tourism Vitality Alberta Toolkit
- Development and implementation of economic development strategies
- Business attraction, retention, and expansion initiatives (e.g. business incubation, business counselling, industrial parks, marketing plans)
- Business-friendly governance policies (e.g. streamlining policies, reducing timelines for approvals, coordination between economic development and planning departments)
- Labour attraction and retention initiatives

Eligibility

Eligible nominees may include municipal staff, residents, and/or organizations, and may even include a committee made up of municipal officials and residents.

Nominees for the Above and Beyond Award will have gone the extra mile in one or more of the following areas:

- a. Championing the concept and principles of municipal sustainability planning within the community or municipal organization;
- b. Playing a key role in implementing a specific initiative that contributed to measurable progress of a municipality's economic sustainability.

Nominating process

A municipal Council may nominate staff, resident(s), or a community organization for the award by submitting a completed nomination form to the AUMA.

Information on Awards selection will be sent to the Nominator, who will be asked to provide contact information for the award recipient.

Type of award

The award will be a certificate, plaque or other form of suitable recognition.

Time of award

The award will be presented during the AUMA's Annual Convention taking place in Edmonton from September 25 - 27, 2019.

Award winners will be notified in late July 2019.

2019 AUMA Above and Beyond Award Nomination Information

- 1. Describe how the nominee has championed and exemplified the concept and principles of municipal sustainability planning within the community or municipal organization.**

Regional Municipality of Wood Buffalo (RMWB) Chief Administrative Officer (CAO) Annette Antoniak, who joined the organization in late 2016, recognized the rapidly changing economic climate in the RMWB and the challenge to organizational economic sustainability this change represented. As a result, CAO Antoniak worked with the RMWB Financial Services department to introduce a form of zero-based budgeting to the organization for the 2017 budget. The zero-based budgeting approach is a comprehensive method to manage a budget and is an effective tool in assisting a municipality in making decisions regarding the quantity and quality of its programs and services. This approach also measures the efficiency of Municipal plans which leads to fiscal sustainability.

Zero-based budgeting allows the Municipality to review the entire organization and its operations. Every function is analyzed and justified starting from zero dollars. Departments and leaders comb through every function in the organization, analyzing needs and costs and justifying every expense. This exercise helps identify where reductions can be made, and processes streamlined. All departmental budgets are examined to see how each function contributes to the region's needs in the upcoming budget period. This approach also helps to assess the efficiency and effectiveness of services while allowing opportunities to make improvements.

There are drawbacks to the use of zero-based budgeting, as it is labour intensive and the amount of required information and documentation can be overwhelming. This budgeting method also requires a culture shift when organizations have approached their budgets in a traditional manner. Through encouragement, guidance and provision of the necessary tools and training, CAO Antoniak and the Financial Services department successfully implemented this new methodology designed to ensure fiscal responsibility and sustainability.

- 2. Provide examples of the role(s) the nominee played in implementing one or more specific initiatives that contributed to measurable progress in the economic sustainability of the municipality. What was the outcome or end-product?**

Under the leadership of CAO Antoniak, the Financial Services department undertook the mammoth task of developing the zero-based budgeting initiative, which required the tools and training necessary for organization leaders to understand and implement the new budgeting method. As with any transition, this required guidance to ensure organization leaders were supported through the changes, while ensuring their understanding of the necessity for the transition and how it would benefit both the organization and the region as an end result.

All subsequent budgets from 2017 to present are products of the zero-based budget initiative, with each year improving upon the prior year's budget realizing continued savings and efficiencies. These reductions since the introduction of zero-based budgeting showcase the commitment to a budget process not dependent on assessment growth and recognizing the changing economic climate within the Municipality. Through the lens of understanding the challenge faced by the Municipality, property tax revenue has decreased by \$148M since the 2016 budget while the need to meet the needs of the residents of the region remains.

The Municipality experienced extraordinary growth which required infrastructure – roads, wastewater plants, water treatment facilities and recreational facilities to support the growing community. Debt was used to offset the cost of supplying these amenities. With the comprehensive review of all programs and services offered by the Municipality funding a debt reduction strategy was realized that allowed the Municipality to pay off the outstanding committed drawn debt. This strategy aligns with our goal of fiscal sustainability.

3. Describe how the nominee went above and beyond what would normally be expected of them.

The development and implementation of zero-based budgeting required a consistent focus on the core principles of service delivery and fiscal responsibility while promoting the cultural shift necessary to ensure successful adoption of the innovative new budgeting methodology. This required significant work on the part of the CAO and the Financial Services team, as the zero-based budgeting method required the development of tools and training created to reflect the new budgeting strategy.

In addition to the development of tools and training, the shift in culture was perhaps the most significant element to ensure positive acceptance of zero-based budgeting. Led by the CAO and the Financial Services Department, leaders in the organization were encouraged to consider every element of their budget with an eye to fiscal responsibility and sustainability, capturing every cost efficiency while still seeking to deliver excellence in municipal services provided to residents.

The exemplary leadership, guidance, dedication and effort from the CAO and Financial Services team led to a strong commitment to the tenets of zero-based budgeting, culminating in total savings of 141.6 million since the budgeting methodology was adopted in early 2017. This commitment speaks to the vision identified in the 2018-2021 RMWB Strategic Plan of a vibrant, sustainable region we are proud to call home, while supporting the mission of delivering excellence every day.

4. Submit pictures or images that illustrate the nominee's contribution to the municipality's economic sustainability.

Attached



COUNCIL REPORT

Meeting Date: July 9, 2019

Subject: Bylaw No. 19/019 - Well Drilling Equipment Tax Bylaw

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 19/019, being the Well Drilling Equipment Tax Bylaw, be read a second time.
2. THAT Bylaw No. 19/019 be read a third and final time.

Summary:

In accordance with the *Municipal Government Act*, the Regional Municipality of Wood Buffalo is required to pass a Well Drilling Equipment Tax Bylaw for the purpose of completing the work set out in the approved Operating and Capital Budgets.

Background:

The Well Drilling Equipment Tax (WDET) was introduced in 1948 as a way to offset the cost of repairing damage to roads from well drilling activity. The regulation permitting the tax expired on December 31, 2013.

AR 218/2014, the Well Drilling Equipment Tax Rate Regulation, came into effect on January 1, 2015. The regulation introduces a new formula and rates effective January 1, 2016. The tax levied on all well drilling equipment is provided to the Municipality by the province on monthly basis. The Municipality sends invoices to the owners and they have 30 days to pay these taxes.

Municipal Government Act section 388 requires a municipal council to pass a Well Drilling Equipment Tax bylaw in order to impose a tax in respect of equipment used to drill a well for which a license is required under the *Oil and Gas Conservation Act*.

Budget/Financial Implications:

For the 2019 taxation year, the projected revenue from Well Drilling Equipment Tax is \$1,300,000.

Rationale for Recommendation:

The *Municipal Government Act* requires a municipality to pass Well Drilling Equipment Tax bylaw in order to collect Well Drilling Equipment taxes.

Strategic Priorities:

Responsible Government

Attachments:**1. Bylaw No. 19/019 - Well Drilling Equipment Tax Bylaw**

BYLAW NO. 19/019**A BYLAW OF THE REGIONAL MUNICIPALITY OF WOOD BUFFALO TO TAX WELL DRILLING EQUIPMENT USED TO DRILL A WELL FOR WHICH A LICENSE IS REQUIRED PURSUANT TO THE OIL AND GAS CONSERVATION ACT.**

WHEREAS Section 388(1) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, authorizes a council to pass a well drilling equipment tax bylaw;

AND WHEREAS Section 11(1) of the *Oil and Gas Conservation Act*, R.S.A. 2000, c.O-6, as amended, requires that a person not commence drilling a well or undertake any operations preparatory or incidental to the drilling of a well or continue any drilling operations, any producing operations or any injecting operations unless a licence has been issued and is in full force and effect; and the person is the licensee;

AND WHEREAS the *Well Drilling Equipment Tax Rate Regulation*, AR 218/2014, prescribes the methodology to be used in calculating a tax payable under Division 6 of Part 10 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended;

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

1. This bylaw shall be cited as the "Well Drilling Equipment Tax Bylaw".
2. The Regional Municipality of Wood Buffalo shall impose a tax on all equipment used to drill a well for which a licence is required under the *Oil and Gas Conservation Act*, R.S.A. 2000, c.O-6, as amended.
3. The tax imposed pursuant to this bylaw is payable by the person holding a licence issued pursuant to the provisions of the *Oil and Gas Conservation Act*, R.S.A. 2000, c.O-6, as amended.
4. The amount of the tax imposed by this bylaw shall be calculated in accordance with *Well Drilling Equipment Tax Rate Regulation*, AR 218/2014, as amended, or repealed and replaced, from time to time.
5. This Bylaw shall become effective when passed.

READ a first time this 25th day of June, 2019.

READ a second time this _____ day of _____, 2019.

READ a third and final time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer

**5.2 Public Hearing re: Bylaw No. 19/018 – Land Use Bylaw Amendment –
Definition and General Regulations Related to Project Accommodations**

- A. Introduction from Administration
 - Brad McMurdo, Director, Planning & Development
- B. Written Presentations
 - None received
- C. Verbal Presentations
 - Karim Zariffa, Executive Director, OSCA
 - Phillip Gruner, Senior Vice President of Operations, Civeo Corporation
 - Gilles Huizinga, President, BILD Wood Buffalo, Sub Group on Housing
- D. Other Verbal Presentations (Time Permitting and with Consent of Council)
- E. Questions of Council
- F. Closing Statement from Administration

July 3, 2019

Regional Municipality of Wood Buffalo (RMWB)
7th Floor, 9909 Franklin Avenue
Fort McMurray, AB T9H 2K4

**Attention: His Worship Don Scott and
Members of Council**

Dear Mesdames/Sirs:

**Re: Submissions of Civeo Corporation ("Civeo")
Proposed Bylaw 19/018: Amendments to the Land Use Bylaw
in respect of Project Accommodations
First Reading: June 11, 2019; Public Hearing: July 9, 2019**

Thank you for the opportunity to provide input on the proposed changes which will, if implemented, impact Civeo's facilities in the RMWB. Our comments are set out below. Mr. Philipp Gruner, Senior Vice President of Operations, will be in attendance at the public hearing.

Civeo in the RMWB

Over the past 20 years, Civeo has contributed to the success of the energy industry and the RMWB by ensuring quality accommodations are available to the workforce responsible for the ongoing, safe and efficient operation of energy projects – which projects are key to securing jobs, investment and economic prosperity for the region. Our contributions include, among others:

- Civeo owns and operates 17 workforce accommodation facilities in the RMWB.
- We paid over \$23 million in property taxes in the past four years – making us one of the highest contributors to property taxes in the RMWB.
- Civeo has a local-first procurement policy. We purchased over \$14 million of product and services from local area businesses in 2018 alone. Over \$60 million from 2014-2018.
- Civeo has a local-first hiring policy for all facility-based jobs. Over 2,000 staff are employed in our facilities at peak capacity. Close to 10% of them live in Fort McMurray.
- We paid over \$215,000 in levies to the RMWB in 2018 for the operation of our own wastewater treatment plants.
- We encourage guests to use the Fort McMurray International Airport, and provide regular transportation into Fort McMurray for our guests to help support the local economy.
- We partner with local Indigenous Peoples, and millions of dollars flow directly into our partner communities for social programs, employment, business, housing and education.

- We provide services and infrastructure benefiting the community, such as the construction of traffic lights at Fort McKay and Hwy #63; maintenance of Aostra Road; and construction and operation of three municipal-sized water treatment plants, two municipal-sized wastewater treatment plants, and a state-of-the-art commercial laundry facility.
- Civeo donated accommodations, food and access to emergency transportation for 10,000 people during the 2016 Horse River Wildfire. Our facilities have also been used by those attending major regional events such as the 2015 Western Canada Summer Games.

The RMWB's success hinges on industry leaders such as Civeo who contribute to the local community and provide consistent support for energy projects. During these challenging economic times, the RMWB appears determined to limit project accommodations in an effort to address the oft-cited business failures and residential foreclosures in Fort McMurray. Respectfully, these issues are not caused by (nor resolved by) limiting project accommodations. Comments on the Proposed Bylaw also targeting project accommodations follow.

Proposed Bylaw 19/018

1. Purpose

The Council Report from June 11, 2019 (attached) suggests that changes to the Land Use Bylaw are required in part to align with policy and evaluate project accommodation applications. The report states "*31% of the region's population*" is made up of industrial workers living in work camps. The MDP target is 10% in work camps by 2030. The fact we have not yet met a 2030 target (which is still 11 years away) appears to have inspired several proposals over the past few months by the RMWB to drastically limit project accommodations. The facts are:

- **31% is based on data collected over a few days in April 2018 during the single largest turnaround peak in Canadian history.**
- That data indicates 32,855 of 111,687 live in "temporary workers' dwellings (work camps)" [Municipal Census: p.48]. At best, that is 29% for a few days in April 2018.
- No adjustment has been made to account for the fact that temporary workers are employed for variable periods of time, ranging from a few weeks to months, depending on the scope and complexity of industry projects. Civeo's facilities alone are subject to extreme seasonality. An April worker peak is normal (though not as high as 2018), but that peak lasts 2-3 weeks and then significantly tapers off for the balance of the year.
- **Applying more frequent counts throughout 2018 shows that temporary workers in project accommodations are closer to 20-25% of the region's population – which aligns with policy targets.**

In so far as assessing project accommodation applications, the Land Use Bylaw already provides the development authority the tools it needs to process applications and evaluate policy targets (targets which attempt to project 20-30 years into the future). The development authority has jurisdiction to require an applicant provide what it reasonably requires to assess an application, and to impose conditions of approval based on sound planning reasons.

We submit that the changes proposed to the Land Use Bylaw are for the most part overly prescriptive and unnecessary. If changes are required, our comments are set out below.

2. Definitions & Uses in Districts

We take no position with respect to suggested changes in paragraphs 1-4 (Definitions), and 6-7 (Uses in Districts) of the Proposed Bylaw. However, we would request Council consider:

- Differentiating between existing (renewals) and new project accommodations in the definitions and rules in recognition of, among other things, the significant investment and contribution existing facilities have made in the region to date. Options include grandfathering existing project accommodations as a permitted use, allowing for automatic permit renewals, and limiting permit application requirements for permit renewals.
- Expanding the definition of project accommodations to include emergencies (e.g., wildfires) and major projects or events (e.g., sports and recreational events such as the Arctic Winter Games). These uses do not appear captured within the current definition, yet facilities like those operated by Civeo are uniquely positioned to accommodate them.
- Revising the definition of project accommodation to remove reference to "*camp workers*" and replace it with "*project workers and special event guests*" or equivalent. And remove the second reference to "*camp*" and replace it with the word "*facility*" or equivalent.

Our further comments in respect of paragraph 5 of the Proposed Bylaw are set out below.

3. Maximum Term of up to 4 Years

Proposed section 87.2 limits project accommodation development permits to up to 4 years. No other major use in the region, which requires significant capital investment and is critical to the success of the RMWB, is subject to a limited term permit of up to 4 years. And, there are no automatic rights of renewal proposed for existing facilities.

The only other uses in the Land Use Bylaw that are subject to limited term permits are:

- Family care dwelling: Up to 5 years, at which time "an application may be made for continuance of the use". (section 67.4)
- Campground: Expire 3 years after approval "at which time a new application shall be submitted if the development is to remain in operation." (section 90.1(l))
- Manufactured home: Valid for a maximum of 2 years. (section 104.5(c)(iii))
- Canvas quonset building: Up to 2 years "except where it is evident that a longer term is required." (section 111.8(b))
- Portable sign marker: Up to 5 years with some exceptions. (section 181.8)

Respectfully, project accommodations are not similar to the above uses and ought not be subject to permits of similar (or shorter!) duration. To place project accommodations in the same category as the above uses ignores, or at best minimizes:

- The vital role and significant contribution that existing project accommodations have made to the local community, and the success of the energy industry and the RMWB.

- The existing leases that certain operators have with the Province of Alberta, which average 15+ years and are typically renewed. And other local partnership commitments.
- The significant cost and time to construct or dismantle large project accommodations, which have been encouraged to expand over the years to provide consistent quality workforce accommodations in the region – and whose capital investment decisions were based on the expectation of long-term operation.

We submit that there should be no limited term for project accommodations development permits. If a limited term is required, it should only apply to new project accommodations and not existing facilities (renewals). If a limited term is required for existing facilities (renewals) as well, then we would propose the term should be *"the longer of 15 years or coterminous with a Government of Alberta lease (including amendments or renewals)"*.

4. Removal Date

Proposed section 87.4(l) requires a removal date with each development permit application for project accommodations.

We submit that this provision should be deleted. A removal date should not be mandatory for all project accommodation applications because, among other things, this information may not be known at the time, and occupation naturally fluctuates based upon new contracts and/or existing contracts that may expire or be amended over time.

5. Removal at End of Term

Proposed section 87.5 requires project accommodation be removed at the expiration of a development permit, which may be postponed if a renewal is being processed.

We appreciate the proposed exception. However, the exception does not address the gap between the expiration of an existing permit and approval of a new permit. Even though an existing facility may not be required to be removed during this gap, the RMWB has the option to issue an order halting operations and may not ultimately renew. This has significant impacts.

We submit that mandatory removal should be deleted. Large project accommodation facilities cost millions and take months to construct, and the same to dismantle and remove. **A maximum 4 year term permit (as proposed) is effectively reduced to 2-3 years if time is factored in for processing permit applications, construction and removal.** Civeo would be in a constant application process with its 17 facilities and under constant risk of those facilities being removed.

6. Validity of Permit

Proposed section 87.3 states that development permits for project accommodations are only valid if conditions are complied with and met to the satisfaction of the development authority.

It goes without saying that all developments are required to comply with conditions of approval and subject to the satisfaction of the development authority. If conditions are not met, the RMWB has jurisdiction to withhold issuance or release of a development permit in certain instances, and/or has at its disposal a range of enforcement tools the Land Use Bylaw and the *Municipal Government Act* to address non-compliance.

We submit that this provision should be deleted as it reiterates a rule that already applies (or ought reasonably apply) to all developments in the RMWB.

7. Business Case

Proposed section 87.4(b) requires a "business case" be provided with a project accommodation development permit application.


We submit that this provision should be deleted. It is reasonable to require an applicant provide details about a proposed development which are necessary to evaluate planning impacts and determine servicing and transportation requirements for example (e.g. expected number of occupants, number of employees, trip generation). However, it is not reasonable to require an applicant provide an undefined "business case" with all project accommodation applications, and require an applicant to provide commercially sensitive information to the public (through a mandatory application requirement) in breach of private contractual obligations.

Closing Comments

In closing, it is our hope that concerns raised herein ensure that changes to the Land Use Bylaw do not negatively impact industry leaders such as Civeo who have made significant contributions to the local community and economy, and provide quality consistent support in furtherance of the success of the energy industry and the RMWB.

Thank you in advance for your consideration of our concerns. We look forward to continuing work with Council and Administration on important community initiatives.

Respectfully,

A handwritten signature in black ink, appearing to read 'Al Shoening', with a stylized flourish at the end.

Al Shoening
President, Canada



COUNCIL REPORT

Meeting Date: June 11, 2019

7.2

Subject: Bylaw No. 19/018 - Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT first reading of Bylaw No. 19/002, being an amendment to the Land Use Bylaw specific to project accommodations, be rescinded.
2. THAT Bylaw No. 19/018, being an amendment to the Land Use Bylaw specific to the definition and general regulations related to project accommodations, be read a first time; and

THAT the required public hearing for Bylaw No. 19/018 be scheduled to occur on Tuesday, July 9, 2019.

Summary:

On January 8, 2019, Bylaw No.19/002 received first reading. This bylaw proposed amendments to the Land Use Bylaw which would provide greater regulatory oversight for project accommodations. Since that time, Administration has been meeting with several industry stakeholders who have expressed concerns with some of the proposed amendments, including a proposed 2-year maximum on permit approvals for project accommodations. Administration has carefully considered this input and is requesting that a new bylaw be brought forward incorporating amendments that address industry concerns but still offer an acceptable level of control.

Project Accommodations are a common form of housing for the region's industrial workforce. Over time, concerns have arisen with respect to accommodating this population, officially termed the region's "shadow population." Currently accounting for roughly 31% of the region's population, there is inadequate municipal regulatory oversight of the project accommodations that serve this segment of the population.

Administration is proposing amendments to the Land Use Bylaw to introduce new provisions that better regulate project accommodations in the region and align with policy direction.

Department: Planning & Development

1 / 2

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COUNCIL REPORT – Bylaw No. 19/018 - Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations

Background:

Project accommodations are intended to provide housing for industrial workers in remote areas where operations are significantly distant from urban and rural centers. The Land Use Bylaw currently allows project accommodations in almost all land use districts with little supporting regulation, which is inconsistent with direction provided in several of the Area Structure Plans.

There is a need to revise the provisions in the Land Use Bylaw to provide more robust direction to the Development Authority when reviewing development permit applications for project accommodations. Relevant definitions are out of date, and there is currently insufficient direction given to identifying appropriate locations for project accommodations, duration of the permit approval, and application submission criteria. The Bylaw also lacks sufficient language surrounding the need for a business case providing a firm rationale for the project accommodation.

Budget/Financial Implications:

The increase in permit approval duration from two to four years may result in lower revenue generation due to a decrease in applications.

Rationale for Recommendation:

The proposed amendments to the Land Use Bylaw will provide better regulatory oversight for project accommodations, allowing the Municipality to exercise a greater degree of control over the applications it receives.

Strategic Priorities:

Responsible Government
Regional Economic Development

Attachments:

1. Bylaw No. 19/018 Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations

BYLAW NO. 19/018

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

WHEREAS Section 191(1) and 639 of the *Municipal Government Act* empower a council both to pass and to amend a land use bylaw.

NOW THEREFORE the Regional Municipality of Wood Buffalo, in council assembled, enacts as follows:

1. Land Use Bylaw No. 99/059 is amended as set out in sections 2 to 7 of this bylaw.
2. Section 10 is amended by deleting the definitions of "Oil Sands Mining, Extraction and Upgrading", "Oil Sands Pilot Project" and "Tourism Commercial" and replacing them with the following:

OIL SANDS MINING, EXTRACTION and UPGRADING means commercial oil sands mining and upgrading operations, including but not limited to associated industrial infrastructure, offices, laboratories, on-site security, processing of by-products and utilities and co-generation facilities.

OIL SANDS PILOT PROJECT means pilot operations to test oil sands extraction technologies, including but not limited to monitoring and laboratory functions, upgrading and test drilling programs.

TOURISM COMMERCIAL means a Development designed, intended or used to attract people visiting an area, or provide sleeping accommodation for the travelling public, and includes associated services and facilities. TOURISM COMMERCIAL includes but is not limited to: APARTMENT HOTEL; BED AND BREAKFAST; CARNIVAL; COUNTRY INN; HOSTEL; HOTEL; and MOTEL, all as defined in Section 10 of this Bylaw.

3. Section 10 is further amended by deleting the definition of "**TEMPORARY PROJECT ACCOMMODATION**".
4. Section 20 is amended by deleting section 20.1 (s) "project accommodation housing 20 or fewer workers and located on a site for 28 days or less;"
5. Section 87 is amended by deleting subsections 87.1 to 87.5 and replacing with the following:
 - 87.1 All Project Accommodation uses require a development permit.
 - 87.2 A development permit for a Project Accommodation may be issued for up to a maximum of four (4) years, at which time a new development permit application will be required.

7.2.a

- 87.3 A development permit may only be considered valid if all the conditions of the development permit, as imposed by the Development Authority, have been complied with and met to the satisfaction of the Development Authority.
- 87.4 A development permit application for a Project Accommodation must be submitted with the following information:
- (a) Development Permit application form, filled and signed by the applicant or its representative;
 - (b) Business case and operational details including the type and purpose of the Project Accommodation and number of persons proposed to live in the Project Accommodation;
 - (c) A context plan showing location of the proposed Project Accommodation with latitude and longitude information and adjacent land uses. This plan must also provide information about transportation to and from the site and must include access routes, travel distance in kilometers, and bussing. A plan showing on-site traffic accommodation, loading and ingress/egress roads is also required to be submitted;
 - (d) Site Plan;
 - (e) Building Plans (floor plan, elevations, and sections);
 - (f) Servicing Statement that includes information on how the site will be serviced with fresh water, water distribution systems, sewage disposal systems, and a waste management plan showing solid waste disposal systems;
 - (g) Emergency Management Plan;
 - (h) FireSmart Plan;
 - (i) Abandoned well-site information;
 - (j) Signage;
 - (k) Certificate of title or land dispositions/lease documents issued by the owner/authority;
 - (l) Anticipated start date for construction, date of occupancy and removal date for the Project Accommodation;
- 87.5 (a) Project Accommodations must be removed on the date of expiry of the development permit.
- (b) Notwithstanding the above, section 87.5 (a) shall not apply if, in the opinion of the Development Authority, the applicant is working with the Development Authority on renewal of the development permit.

{00168187;1} 2

Attachment: 1. Bylaw No. 19/018 Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations (Bylaw

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Attachment: Written Submission of Civeo Corporation (Public Hearing for Bylaw No. 19/018 - Land Use Bylaw Amendment - Definition and

87.7 At the discretion of the Development Authority, the applicant may be required to provide a grading plan, a traffic impact assessment study and/or any such technical documents or studies required to decide on a development permit application.

87.8 Project Accommodation uses must provide on-site parking to the satisfaction of the Development Authority.

6. The following sections are amended by deleting the use "Project Accommodation" under the subsection titled "Discretionary Uses - Development Officer":

93.	R1	Single Detached Residential District
94.	R1E	Single Family Estate Residential District
95.	R1M	Mixed Form Single Detached Residential District
96.	R1S	Single Family Small Lot Residential District
97.	R2	Low Density Residential District
98.	R3	Medium Density Residential District
99.	R4	High Density Residential District
100.	RMH	Manufactured Home Residential District
101.	RMH-2	Small Zero Lot Line Manufactured Home Residential District
105.	C1	Community Commercial District
106.	C2	Mixed/Transitional Commercial District
107.	C3	Shopping Centre Commercial District
108.	C4	Highway Commercial District
109.	C5	Central Business District
111.	BI	Business Industrial District
113.	PS	Public Services District
114.	PR	Parks and Recreation District
119.	R1P	Planned Unit Residential District
121.	RMH-1	Modified Manufactured Home District
123.	DC-R4	Direct Control High Density Residential District
124.	C4A	Arterial Commercial District
125.	DC-R2	Direct Control Low Density Residential
126.	R3-1	Medium Density Residential District
127.	DC-RMH	Direct Control Manufactured Home District
200.	DC-UER	Direct Control Urban Estate Residential District
201.	R3-2	Special Medium Density Residential District
202.	R2-1	Modified Medium Density Residential District
203.	DC-R3	Direct Control Medium Density Residential District
204.	C3A	Timberlea Shopping Centre Commercial District

7. The following sections are amended by deleting the use "Temporary Project Accommodation" under the subsection titled "Discretionary Uses - Development Officer":

115	UE	Urban Expansion District
117	HG	Hamlet General District

7.2.a

8. This Bylaw comes into force on the day it is passed.

READ a first time this _____ day of _____, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer

Attachment: 1. Bylaw No. 19/018 Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations (Bylaw

{00168187;1} 4

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COUNCIL REPORT

Meeting Date: July 9, 2019

Subject: Bylaw No. 19/018 - Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 19/018, being an amendment to the Land Use Bylaw specific to the definition and general regulations related to project accommodations, be read a second time.
2. THAT Bylaw No. 19/018 be read a third and final time.

Summary:

On January 8, 2019, Bylaw No.19/002 received first reading. This bylaw proposed amendments to the Land Use Bylaw which would provide greater regulatory oversight for project accommodations. Since that time, Administration has been meeting with several industry stakeholders who have expressed concerns with some of the proposed amendments, including a proposed 2-year maximum on permit approvals for project accommodations. Administration has carefully considered this input and is requesting that a new bylaw be brought forward incorporating amendments that address industry concerns but still offer an acceptable level of control.

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Administration is proposing amendments to the Land Use Bylaw to introduce new provisions that better regulate project accommodations in the region and align with policy direction.

Background:

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remote areas where operations are significantly distant from urban and rural centers. The Land Use Bylaw currently allows project accommodations in almost all land use districts with little supporting regulation, which is inconsistent with direction provided in several of the Area Structure Plans.

There is a need to revise the provisions in the Land Use Bylaw to provide more robust direction to the Development Authority when reviewing development permit applications for project accommodations. Relevant definitions are out of date, and there is currently insufficient direction given to identifying appropriate locations for project accommodations, duration of the permit approval, and application submission criteria. The Bylaw also lacks sufficient language surrounding the need for a business case providing a firm rationale for the project accommodation.

Budget/Financial Implications:

The increase in permit approval duration from two to four years may result in lower revenue generation due to a decrease in applications.

Rationale for Recommendation:

The proposed amendments to the Land Use Bylaw will provide better regulatory oversight for project accommodations, allowing the Municipality to exercise a greater degree of control over the applications it receives.

Strategic Priorities:

Responsible Government
Regional Economic Development

Attachments:

1. Bylaw No. 19/018 Land Use Bylaw Amendment - Definition and General Regulations Related to Project Accommodations

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2. Section 10 is amended by deleting the definitions of “Oil Sands Mining, Extraction and Upgrading”, “Oil Sands Pilot Project” and “Tourism Commercial” and replacing them with the following:

OIL SANDS MINING, EXTRACTION and UPGRADING means commercial oil sands mining and upgrading operations, including but not limited to associated industrial infrastructure, offices, laboratories, on-site security, processing of by-products and utilities and co-generation facilities.

OIL SANDS PILOT PROJECT means pilot operations to test oil sands extraction technologies, including but not limited to monitoring and laboratory functions, upgrading and test drilling programs.

TOURISM COMMERCIAL means a Development designed, intended or used to attract people visiting an area, or provide sleeping accommodation for the travelling public, and includes associated services and facilities. **TOURISM COMMERCIAL** includes but is not limited to: **APARTMENT HOTEL**; **BED AND BREAKFAST**; **CARNIVAL**; **COUNTRY INN**; **HOSTEL**; **HOTEL**; and **MOTEL**, all as defined in Section 10 of this Bylaw.

3. Section 10 is further amended by deleting the definition of “**TEMPORARY PROJECT ACCOMMODATION**”.
4. Section 20 is amended by deleting section 20.1 (s) “project accommodation housing 20 or fewer workers and located on a site for 28 days or less;”
5. Section 87 is amended by deleting subsections 87.1 to 87.5 and replacing with the following:
 - 87.1 All Project Accommodation uses require a development permit.
 - 87.2 A development permit for a Project Accommodation may be issued for up to a maximum of four (4) years, at which time a new development permit application will be required.

- 87.3 A development permit may only be considered valid if all the conditions of the development permit, as imposed by the Development Authority, have been complied with and met to the satisfaction of the Development Authority.
- 87.4 A development permit application for a Project Accommodation must be submitted with the following information:
- (a) Development Permit application form, filled and signed by the applicant or its representative;
 - (b) Business case and operational details including the type and purpose of the Project Accommodation and number of persons proposed to live in the Project Accommodation;
 - (c) A context plan showing location of the proposed Project Accommodation with latitude and longitude information and adjacent land uses. This plan must also provide information about transportation to and from the site and must include access routes, travel distance in kilometers, and bussing. A plan showing on-site traffic accommodation, loading and ingress/egress roads is also required to be submitted;
 - (d) Site Plan;
 - (e) Building Plans (floor plan, elevations, and sections);
 - (f) Servicing Statement that includes information on how the site will be serviced with fresh water, water distribution systems, sewage disposal systems, and a waste management plan showing solid waste disposal systems;
 - (g) Emergency Management Plan;
 - (h) FireSmart Plan;
 - (i) Abandoned well-site information;
 - (j) Signage;
 - (k) Certificate of title or land dispositions/lease documents issued by the owner/authority;
 - (l) Anticipated start date for construction, date of occupancy and removal date for the Project Accommodation;
- 87.5 (a) Project Accommodations must be removed on the date of expiry of the development permit.
- (b) Notwithstanding the above, section 87.5 (a) shall not apply if, in the opinion of the Development Authority, the applicant is working with the Development Authority on renewal of the development permit.

- 87.7 At the discretion of the Development Authority, the applicant may be required to provide a grading plan, a traffic impact assessment study and/or any such technical documents or studies required to decide on a development permit application.
- 87.8 Project Accommodation uses must provide on-site parking to the satisfaction of the Development Authority.
6. The following sections are amended by deleting the use "Project Accommodation" under the subsection titled "Discretionary Uses - Development Officer":

93.	R1	Single Detached Residential District
94.	R1E	Single Family Estate Residential District
95.	R 1M	Mixed Form Single Detached Residential District
96.	R1S	Single Family Small Lot Residential District
97.	R2	Low Density Residential District
98.	R3	Medium Density Residential District
99.	R4	High Density Residential District
100.	RMH	Manufactured Home Residential District
101.	RMH-2	Small Zero Lot Line Manufactured Home Residential District
105.	C1	Community Commercial District
106.	C2	Mixed/Transitional Commercial District
107.	C3	Shopping Centre Commercial District
108.	C4	Highway Commercial District
109.	C5	Central Business District
111.	BI	Business Industrial District
113.	PS	Public Services District
114.	PR	Parks and Recreation District
119.	R 1P	Planned Unit Residential District
121.	RMH-1	Modified Manufactured Home District
123.	DC-R4	Direct Control High Density Residential District
124.	C4A	Arterial Commercial District
125.	DC-R2	Direct Control Low Density Residential
126.	R3-1	Medium Density Residential District
127.	DC-RMH	Direct Control Manufactured Home District
200.	DC-UER	Direct Control Urban Estate Residential District
201.	R3-2	Special Medium Density Residential District
202.	R2-1	Modified Medium Density Residential District
203.	DC-R3	Direct Control Medium Density Residential District
204.	C3A	Timberlea Shopping Centre Commercial District

7. The following sections are amended by deleting the use "Temporary Project Accommodation" under the subsection titled "Discretionary Uses - Development Officer":

115	UE	Urban Expansion District
117	HG	Hamlet General District

8. This Bylaw comes into force on the day it is passed.

READ a first time this 11th day of June, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

SIGNED and PASSED this _____ day of _____, 2019.

Mayor

Chief Legislative Officer

July 04, 2019

His Worship, Mayor Don Scott & Council
Regional Municipality of Wood Buffalo
9909 Franklin Avenue,
Fort McMurray, Alberta, Canada T9H 2K4

Re: Request to withdraw request to purchase Block 84, Lot 104MR

Dear Mayor Scott,

Please allow us to begin by commending you and your council on your exceptional leadership. Your willingness to engage in the recent exercise relating to finding a viable solution to the traffic flow along Dickins Drive is commendable.

As was clear from the outset of our application; the proposal presented by Family Christian Centre in consultation with the Public and Catholic School Boards was designed around the notion of designing a safe and viable means of loading and unloading children at peak times. Namely, early mornings and afternoons: Monday through Friday, especially during seasons when daylight is limited.

For the record, the Family Christian Center has no interest in acquiring extra land or having the responsibility of developing that land other than for the sole purpose of ensuring the safety of the residents of Wood Buffalo.

Since presenting this matter to Council on Jun 25th, there has been considerable feed back from the community, both positive and negative. We highly value every individuals point of view, even those who strongly opposed our proposal. In light of the lack of consensus to move forward with our proposal we are taking the following action:

1. We are immediately withdrawing our request to purchase Block 84, Lot 104MR.
2. We hereby formally requesting that the RMWB engage in a deliberate process which will involve consulting with the stakeholders in designing a pragmatic solution to the traffic challenges we are witnessing.

Respectfully yours,



Lead Pastor, Family Christian Centre