



## Council

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

Tuesday, May 9, 2023  
6:00 PM

## Agenda

1. **Call to Order**
2. **In-Camera Session (Commencing at 4:30 p.m.)**
  - 2.1. Privileged Information - Request for Legal Support  
(in camera pursuant to section 27(1) of the *Freedom of Information and Protection of Privacy*)
3. **Adoption of Agenda (Public Session at 6:00 p.m.)**
4. **Minutes of Previous Meetings**
  - 4.1. Regular Council Meeting – April 25, 2023
5. **Presentations**
  - 5.1. Amber Fort, Pastew Place Detox Centre Society re: Services and Post Treatment Program Expansion
6. **Unfinished Business**
  - 6.1. Water and Sewer Servicing - Fort Chipewyan, Fort Fitzgerald, Fort McKay  
  
THAT Administration not proceed with the feasibility study for water and sewer servicing upgrades for Fort Chipewyan, Fort McKay, and Fort Fitzgerald as directed by Council on February 7, 2022, and instead continue to focus on completing the identified infrastructure projects for these communities as outlined in this Report to Council; and  
  
THAT Council accepts this Report as a response to the resolution passed at the February 7, 2022, meeting.

**7. New Business**

- 7.1. Community Identification Committee Recommendation - Naming a Ball Diamond at MacDonald Island as "Bob Campbell Field"

THAT the Ball Diamond located at MacDonald Island, as shown in Attachment 1, be named "Bob Campbell Field".

- 7.2. Citizen Recognition Program Policy PRC-090

THAT Citizen Recognition Program Policy PRC-090, dated May 9, 2023 as outlined in Attachment 1, be approved.

- 7.3. Request for Legal Support

THAT Councillor S. Dogar's request for Legal Support be approved; and

THAT the Insurance Deductible of \$10,000.00 be paid through the Emerging Issues Reserve.

**8. Councillors' Motions**

The Notice of Motion regarding Poverty Reduction Plan, served by Councillor F. Banjoko on April 25, 2023 has been withdrawn in accordance with the provisions of Procedure Bylaw 18/020.

**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, April 25, 2023, commencing at 6:00 PM.**

**Present:**

Sandy Bowman, Mayor  
 Ken Ball, Councillor  
 Funky Banjoko, Councillor  
 Lance Bussieres, Councillor (via MS Team)  
 Shafiq Dogar, Councillor  
 Allan Grandison, Councillor  
 Keith McGrath, Councillor (via MS Teams)  
 Jane Stroud, Councillor  
 Loretta Waquan, Councillor  
 Stu Wigle, Councillor

**Absent:**

Kendrick Cardinal, Councillor

**Administration:**

Paul Thorkelsson, Chief Administrative Officer  
 Sonia Soutter, Acting Chief Legislative Officer  
 Deanne Bergey, Director, Community and Protective Services  
 Jody Butz, Regional Fire Chief, Director, Regional Emergency Services  
 Laurie Farquharson, Chief Financial Officer  
 Kelly Hansen, Director, Strategic Planning and Program Management  
 Matthew Harrison, Director, Communications and Engagement  
 Antoine Rempp, Director, Environmental Services  
 Keith Smith, Director, Public Services  
 Nasir Qureshi, Acting Director, Engineering  
 Heather Fredeen, Legislative Officer

**1. Call to Order**

Mayor S. Bowman called the meeting to order at 3:34 p.m.

**2. In-Camera Session**

**MOTION:**

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

**RESULT:** CARRIED [UNANIMOUS]  
**MOVER:** Jane Stroud, Councillor  
**SECONDER:** Loretta Waquan, Councillor  
**FOR:** Bowman, Ball, Bussieres, Dogar, Grandison, Stroud, Waquan, Wigle  
**ABSENT:** Banjoko, Cardinal, McGrath

## 2.1 Advice from Officials – Information Briefing

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

Name	Reason for Attending
Paul Thorkelsson	Chief Administrative Officer
Sonia Soutter	Clerk/Legislative Advice
Kari Donnelly	Director, Human Resources
Laurie Farquharson	Chief Financial Officer
Ricky Soni	External Consultant, KPMG
Scott Fielding	External Consultant, KPMG
Bradley Leeman	External Consultant, KPMG
Carol Moreno	External Consultant, KPMG

### Entrance

Councillor F. Banjoko entered the meeting at 3:55 p.m.

## 2.2. Advice from Officials/Privileged Information - 2022 External Audit Management Letter

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

Name	Reason for Attending
Paul Thorkelsson	Chief Administrative Officer
Sonia Soutter	Clerk/Legislative Advice
Laurie Farquharson	Chief Financial Officer
Susan McIsaac	Manager, Financial Planning
Sanjeev Rajani	External Consultant, Deloitte
Andrew Geary	External Consultant, Deloitte

### Recess

A recess occurred from 4:58 p.m. to 6:02 p.m. at which time, the meeting was reconvened in the Council Chamber, and Councillor K. McGrath connected to the meeting via MS Teams.

### **MOTION:**

THAT the meeting reconvene in public.



<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Loretta Waquan, Councillor
<b>SECONDER:</b>	Jane Stroud, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

### 3. Adoption of Agenda

Councillor F. Banjoko served notice of her intent to bring forward the following motion for Council's consideration at the May 9, 2023 Council Meeting:

WHEREAS the Regional Municipality of Wood Buffalo is unique in some ways when it comes to cost of living, wage gaps between low income and average household incomes; and

WHEREAS social and mental health challenges faced in the Region have underlying poverty factors that need to be addressed; and

WHEREAS some residents including Indigenous Peoples and Immigrants in the Region currently struggle with basic daily needs;

THEREFORE, BE IT RESOLVED THAT Administration be directed to develop a Poverty Reduction Plan specific to the Regional Municipality of Wood Buffalo that addresses access to Affordable Housing, Transportation, Education and Training, Health and Mental Health supports; and if a plan already exists that Administration bring forward a report with a status on the work that has been done and any future plans to address these gaps in the community.

#### **MOTION:**

THAT the Agenda be adopted as presented.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Jane Stroud, Councillor
<b>SECONDER:</b>	Loretta Waquan, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

#### **4. Consent Agenda**

##### **MOTION:**

THAT the recommendations contained in items 4.1, 4.2, 4.3 and 4.4, be approved.

##### **4.1. Minutes of Council Meeting – April 11, 2023**

THAT the Minutes of the Council Meeting held on April 11, 2023, be approved as presented.

##### **4.2. Minutes of Special Council Meeting – April 18, 2023**

THAT the Minutes of the Special Council Meeting held on April 18, 2023, be approved as presented.

##### **4.3. Council Appointed Advisory Board/Committee Meeting Minutes**

THAT the Minutes from Council-Appointed Committee Meetings, as outlined in Attachments 1-7, be accepted as information.

##### **4.4. Downtown Fort McMurray Wayfinding Plan**

THAT the Downtown Fort McMurray Wayfinding Plan be accepted as information.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Jane Stroud, Councillor
<b>SECONDER:</b>	Loretta Waquan, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

#### **5. Recognition**

##### **5.1. Proclamation - Sexual Violence Awareness Month**

Mayor S. Bowman declared May 2023 as Sexual Violence Awareness Month.

## 6. New and Unfinished Business

### 6.1. 2022 Audited Consolidated Financial Statements

Laurie Farquharson, Chief Financial Officer, Susan McIsaac, Manager, Financial Planning, and consultant Andrew Geary, Deloitte, provided an overview of the 2022 Audited Consolidated Financial Statements, noting that the financial statements contain information from subsidiary entities including the Regional Recreation Corporation of Wood Buffalo, Regional Municipality of Wood Buffalo Library Board, the Wood Buffalo Housing and Development Corporation, the Wood Buffalo Economic Development Corporation and the Wood Buffalo Arctic Winter Games Host Society.

#### **MOTION:**

THAT the 2022 Audited Consolidated Financial Statements for the Regional Municipality of Wood Buffalo for the year ending December 31, 2022, be accepted as information.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Allan Grandison, Councillor
<b>SECONDER:</b>	Stu Wigle, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

### 6.2. Bylaw No. 23/006 - 2023 Property Tax Rate Bylaw

Laurie Farquharson, Chief Financial Officer and Keivan Navidi, Senior Manager Assessment and Taxation, provided an overview of the 2023 Property Tax Rate Bylaw, noting that property taxes remain the Municipality's main source of revenue.

#### **MOTION:**

THAT Bylaw No. 23/006, being the 2023 Property Tax Rate Bylaw, be read a second time.

<b>RESULT:</b>	<b>CARRIED [9 TO 1]</b>
<b>MOVER:</b>	Loretta Waquan, Councillor
<b>SECONDER:</b>	Funky Banjoko, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, Stroud, Waquan, Wigle
<b>AGAINST:</b>	McGrath
<b>ABSENT:</b>	Cardinal

**MOTION:**

THAT Bylaw No. 23/006 be read a third and final time.

<b>RESULT:</b>	<b>CARRIED [9 TO 1]</b>
<b>MOVER:</b>	Jane Stroud, Councillor
<b>SECONDER:</b>	Loretta Waquan, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, Stroud, Waquan, Wigle
<b>AGAINST:</b>	McGrath
<b>ABSENT:</b>	Cardinal

**6.3. Regional Municipality of Wood Buffalo - Transit Master Plan**

Keith Smith, Director, Public Works, Joel Trudell, Senior Manager, Public Works and consultant Thomas Pacy, Dillon Consulting, presented the Transit Master Plan, noting that implementation of the Plan will occur in five phases with each phase estimated to take one year depending on community feedback and required operational adjustments.

Exits and Returns

Councillor K. Ball exited the meeting at 6:53 p.m. and returned at 6:54 p.m.

Councillor S. Dogar exited the meeting at 7:08 p.m. and returned at 7:09 p.m.

Delegations

Dr. Sandra Efu, Vice President, Academic and Student Experience, Keyano College and Susie Bowles, Associate Vice President, Student Experience and Registrar, Keyano College, spoke in support of the Transit Master Plan and the On Demand initiative proposed in the Plan, and suggested that Administration implement the On Demand service in the early stages of the Plan to accommodate the growing number of Keyano College students who rely on the transit for transportation.

Jason Smith, President, Student's Association of Keyano College, spoke in support of the Transit Master Plan and suggested that Administration enhance communication and marketing efforts to better orientate students on transit services.

Tiara Gonsalkoralage, Samson Shaji, and Jean Luc Eric, Mayors Advisory Committee on Youth (MACOY), provided a presentation on survey data collected from high school students regarding transit in the Municipality, and highlighted the student's primary issues and concerns and suggested solutions.

Nicole MacDermott, Transit Operator, spoke in support of the Transit Master Plan; indicating that there should be more emphasis on transit safety. With permission of Council, various news articles from Canadian municipalities regarding violent incidents on public transit, were distributed to Council.

Roy Anthony Pollard, Transit Operator, spoke regarding safety and enforcement on transit buses and the need for additional bus routes.

#### Exits and Returns

Councillor L. Waquan exited the meeting at 7:47 p.m. and returned at 7:52 p.m.

Councillor F. Banjoko exited the meeting at 7:50 p.m. and returned at 7:53 p.m.

#### **MOTION:**

THAT the 2023 Transit Master Plan be approved; and

THAT Administration begin implementation of the Plan with all budgetary requests being brought forward during the annual budget process.

<b>RESULT:</b>	<b>CARRIED [9 TO 1]</b>
<b>MOVER:</b>	Funky Banjoko, Councillor
<b>SECONDER:</b>	Loretta Waquan, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, Stroud, Waquan, Wagle
<b>AGAINST:</b>	McGrath
<b>ABSENT:</b>	Cardinal

#### Recess

A recess occurred from 8:24 p.m. to 8:43 p.m.

#### **6.4. Wood Buffalo Housing and Development Corporation Sustaining Grant**

Deanne Bergey, Director, Community and Protective Services, and Laurie Farquharson, Chief Financial Officer, provided an overview on the request for grant funding submitted by the Wood Buffalo Housing and Development Corporation under the 2023 Sustaining Grant stream.

#### Delegations

Allan Kallal, Board Chair, Najwa Karamujic, Board Director, and Henry Hunter, President and Chief Executive Officer, Wood Buffalo Housing and Development Corporation, spoke in support of the Sustaining Grant funding request but indicated it does not assist with long term sustainability of Wood Buffalo Housing and Development Corporation.

Lee-Anne Kumka, President, Fort McMurray, Ukrainian Cultural Society, spoke to the important services provided by the Wood Buffalo Housing and Development Corporation in the Region and the assistance they provided to the 185 Ukrainians, who recently relocated to the Region as a result of the war in Ukraine.

Bryce Kumka, resident, spoke in support of the grant funding request submitted by the Wood Buffalo Housing and Development Corporation (WBHDC), and noted that funding should be provided to WBHDC beyond 2023 to ensure their sustainability.

Councillor A. Grandison put forward the following motion for Council's consideration:

THAT municipal Council approve funding in the amount of \$21,512,925 to be paid out in 2 stages:

In 2023:

\$ 3,089,642 for the 2023 Creekside mortgage payout  
 \$ 1,919,310 for the 2023 Delta mortgage payout  
 \$ 1,466,124 for the 2023 Siltstone Place annual mortgage payments  
 \$ 6,475,076 Total 2023; and

**in 2026** (or 2025 if it has to be within the term of the sitting Council):

\$15,037,849 toward the payout of the Siltstone Place mortgage on renewal.

**\$21,512,925 Total**

#### Recess

A recess occurred from 9:25 p.m. to 9:30 p.m.

With no objection from Council, Councillor A. Grandison withdrew the motion and Councillor K Ball put forward the following motion for consideration:

#### **MOTION:**

THAT a Sustaining Grant of \$6,475,124 be allocated to Wood Buffalo Housing and Development Corporation for 2023, from the Emerging Issues Reserve; and

THAT the matter be referred to Administration, to work with Wood Buffalo Housing and Development Corporation to retire the debt of Siltstone Place in 2026.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Ken Ball, Councillor
<b>SECONDER:</b>	Funky Banjoko, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

## 6.5. FireSmart / Forest Resource Improvement Association of Alberta Grant Application Support

Jody Butz, Regional Fire Chief and Director, Regional Emergency Services, provided an overview of the Regional Municipality of Wood Buffalo's grant application to the Forest Resource Improvement Association of Alberta, including the prerequisites for the grant funding application and the FireSmart initiatives in which the funding will support.

### MOTION:

THAT the Mayor be authorized on behalf of Council to provide letters of support for the Forest Resource Improvement Association of Alberta, in support of the Regional Emergency Services, FireSmart Wood Buffalo team applications for vegetation / fuel management funding in each Anzac, Fort Chipewyan, and Janvier.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Allan Grandison, Councillor
<b>SECONDER:</b>	Ken Ball, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

### Recess

A recess occurred from 9:44 p.m. to 10:03 p.m.

## 6.6. 2023 Q1 Progress Report - Council's Strategic Plan 2022-2025

Kelly Hansen, Director, Strategic Planning and Program Management, provided a presentation on the Q1 Progress Report of Council's 2022 – 2025 Strategic Plan, highlighting work that is underway in support of the Plan's four pillars: Fiscal Management, Building Partnerships, Rural and Indigenous Communities and Relationships, Local Economy and Downtown Visualization.

### MOTION:

THAT the Q1 Progress Report - Council's Strategic Plan 2022-2025, be accepted as information.

<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Stu Wigle, Councillor
<b>SECONDER:</b>	Funky Banjoko, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

## 6.7. Capital Budget Amendments

Laurie Farquharson, Chief Financial Officer, Nasir Qureshi, Acting Director, Engineering and Mason Ross, Project Manager, provided an overview of the Capital Budget amendment noting that the funds would allow Administration to move forward with the Silin Forest Road Deep Utilities Upgrades Construction project.

### MOTION:

THAT the 2023 Capital Budget Amendment as summarized on Attachment 1 (2023 Capital Budget Amendment – Budget Amendment, dated April 25, 2023), be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2023 Capital Budget Amendment – Budget Amendment - Project Cash Flow Summary, dated April 25, 2023), be approved.

<b>RESULT:</b>	<b>CARRIED [9 TO 1]</b>
<b>MOVER:</b>	Loretta Waquan, Councillor
<b>SECONDER:</b>	Funky Banjoko, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>AGAINST:</b>	Bussieres
<b>ABSENT:</b>	Cardinal

## 6.8. Royal Canadian Mounted Police Retroactive Salary Cost

Deanne Bergey, Director, Community and Protective Services, reported that in August 2021, the Federal Government and the National Police Federation signed a collective agreement for Regular Members employed with the RCMP. The negotiations included economic and market adjustments for six (6) years beginning on April 1, 2017. It was presented that in accordance with Municipal Police Service Agreement, the Municipality is responsible for paying the cost of providing and maintaining the Municipal Police service within the Regional Municipality of Wood Buffalo.

### MOTION:

THAT \$5,231,383.77 be transferred from the Emerging Issues Reserve in accordance with Council Policy FIN-160, Fiscal Responsibility, and paid to the Royal Canadian Mounted Police to satisfy its retroactive salary invoice in full.



<b>RESULT:</b>	<b>CARRIED [UNANIMOUS]</b>
<b>MOVER:</b>	Stu Wigle, Councillor
<b>SECONDER:</b>	Funky Banjoko, Councillor
<b>FOR:</b>	Bowman, Ball, Banjoko, Bussieres, Dogar, Grandison, McGrath, Stroud, Waquan, Wigle
<b>ABSENT:</b>	Cardinal

### Adjournment

The meeting adjourned at 10:31 p.m.

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Mayor

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Chief Legislative Officer

**From:** [no-reply@rmwbext.ca](mailto:no-reply@rmwbext.ca)  
**To:** [Legislative Assistants](#)  
**Subject:** Council Meeting Presentation Request – Amber Fort  
**Date:** Friday, February 17, 2023 3:02:28 PM

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**External Message - Please be cautious when opening links or attachments in email**

A Council Meeting Presentation Request has been submitted at Friday February 17th 2023 2:58 PM with reference number 2023-02-17-019.

- **Preferred date of presentation**  
4/25/2023
- **Name of speaker/presenter**  
Amber Fort
- **Organization name (if applicable)**  
Pastew Place Detox Centre Society
- **Do you wish to speak in person or virtually via MS teams?**  
In person
- **Presentation topic**  
Talk about services offered by Pastew Place and expansion of the Post Treatment Program
- **List specific points/concerns**  
Explain our different programs and how they benefit the people in our community.( Detox, Pre Treatment, Day Program, Post Treatment and Drug Treatment Court.)  
  
We are wanting to expand our Post Treatment program so that we have the ability to help more people in our community so I would also like to touch base on that.
- **Are you providing any supporting documentation (i.e. PowerPoint presentation)?**  
No
- **Name of contact person**  
Amber Fort



## COUNCIL REPORT

Meeting Date: May 9, 2023

**Subject: Water and Sewer Servicing - Fort Chipewyan, Fort Fitzgerald, Fort McKay**

**APPROVALS:**

**Paul Thorkelsson**

\_\_\_\_\_  
Director

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

### **Recommended Motion:**

THAT Administration not proceed with the feasibility study for water and sewer servicing upgrades for Fort Chipewyan, Fort McKay, and Fort Fitzgerald as directed by Council on February 7, 2022, and instead continue to focus on completing the identified infrastructure projects for these communities as outlined in this Report to Council; and

THAT Council accepts this Report as a response to the resolution passed at the February 7, 2022, meeting.

### **Summary:**

During the 2022 Capital Budget presentations to Council, a motion was passed for Administration to undertake a feasibility study for water and sewer servicing upgrades for Fort Chipewyan, Fort McKay, and Fort Fitzgerald.

Following this resolution, Administration gathered all reports and studies that have been completed for these three communities over the last six years.

After reviewing the information, the Municipality recommends not proceeding with an additional feasibility study as the motion requested, as it would not generate significantly different recommendations. Instead, Administration created briefing notes for each community, detailing the engineering studies conducted recently, projects already implemented due to those studies, and plans for the next five years. Administration recommends completing the identified projects in response to the motion.

### **Background:**

Following the motion from Council, Administration gathered all the reports and studies that have been completed for these three communities over the last six years.

The projects include infrastructure upgrades such as water and sewer rehabilitation, restoration of a former potable reservoir, raw water supply intake and supply, and

distribution system upgrades.

The studies include feasibility studies for alternate water sources and assessments of sewage lagoon and lift station upgrades, among others. The projects and studies for Fort Chipewyan and Fort McKay are listed below, with the projects for each community followed by the relevant studies.

#### 1. Fort Fitzgerald

While the Municipality currently operates infrastructure in Fort Chipewyan and Fort McKay, it is not operating infrastructure for the community of Fort Fitzgerald. Instead, the Town of Fort Smith is providing municipal services to the northern most community. This is due to its remoteness and the current population of 6 residents.

#### 2. Fort Chipewyan

Here is a list of projects and studies that are currently, or have already been, completed for the community of Fort Chipewyan.

##### Projects:

- Restoration of the former potable reservoir to be completed in 2023 or 2024
- Repair and/or increase specific sections of the Wastewater Collection System, to be completed in 2024.
- Rehabilitation of the Fort Chipewyan Water and Sewer system, which was approved as part of the 2022 budget but was rescheduled while the scope is being reviewed.
- Potential regional water line from Fort Chipewyan to the Dog Head community. This is based on a study completed in 2020 and is currently being discussed with Mikisew Cree First Nation, Indigenous Services Canada and Alberta Transportation.
- Feasibility study for alternate water source options, which will be posted to market in the summer of 2023.

##### Studies:

Here are the studies that were completed in the last six years for the region of Fort Chipewyan:

- Northern Communities Infrastructure Needs Assessment - Hamlet of Fort Chipewyan (AE, 2017)
- Fort Chipewyan Lift Station Upgrades, 2017 - Project now completed.

- Feasibility Study Report - Fort Chipewyan Regional Water study (Stantec, 2020)

### 3. Fort McKay

Here is a list of projects and studies that are currently, or have already been, completed for the community of Fort McKay.

#### Projects:

- Raw water supply intake on the Ells River, and the water supply line between the intake and the water treatment plant, are currently underway and are scheduled to be completed by 2027.
- WTP chemical system upgrade (reduced scope) is scheduled to be completed by 2025.
- Distribution system upgrades to Fort McKay Road (South) scheduled by 2024.
- Fort McKay Range Road 1109 Improvements, which include water and sanitary sewer mains, is scheduled to be completed by 2024.
- Sanitary sewer condition assessment scheduled for 2025.
- Minor upgrades to the wastewater facility by 2024.

#### Studies:

Here are the studies that were completed in the last six years for the region of Fort McKay:

- Northern Communities Infrastructure Needs Assessment - Hamlet of Fort McKay (AE, 2017)
- Fort McKay Raw Water Supply Study - Preliminary Design Report (Stantec, 2021)
- Fort McKay Water Treatment Plant Assessment (AECOM, 2021)
- Fort McKay Sewage Lagoon and Lift Station Upgrades: Preliminary Engineering (WSP, 2021)
- Fort McKay Metis Community Pavilion and Lot 4 Development Servicing Assessment (AE, 2021).

As you can see, a lot of work and studies have been done in the last few years, and a lot of projects are already on the books or coming in the near future. This is why Administration suggested that briefing notes summarizing these studies and projects would alleviate the need for a new feasibility study.

**Alternatives:**

The alternative is to stay in line with the original motion and complete a new feasibility study.

**Budget/Financial Implications:**

Not commissioning an additional study will save the Municipality time, money and resources.

**Rationale for Recommendation:**

While the original motion called for a feasibility study, the Municipality recommends completing the infrastructure projects identified in recent engineering studies for the communities of Fort Chipewyan and Fort McKay while continuing to maintain the status quo for Fort Fitzgerald. Further studies are unlikely to generate significantly different recommendations and could instead delay progress on the projects already identified as necessary to ensure safe and reliable water and wastewater services for the communities.

Therefore, Administration recommends that Council accepts this presentation, and the briefing notes provided earlier, as a response to the motion so the motion can be closed.

**Strategic Plan Values:**

Fiscal Management  
Building Partnerships  
Rural and Indigenous Communities and Relationships  
Local Economy

**Attachments:**

**Water and Sewer Servicing in Fort McKay, Fort Chipewyan and Fort Fitzgerald Presentation**

# Status of Water and Sewer Servicing in Fort McKay, Fort Chipewyan, and Fort Fitzgerald

Presenter: Antoine Rempp, Director

Department: Environmental Services

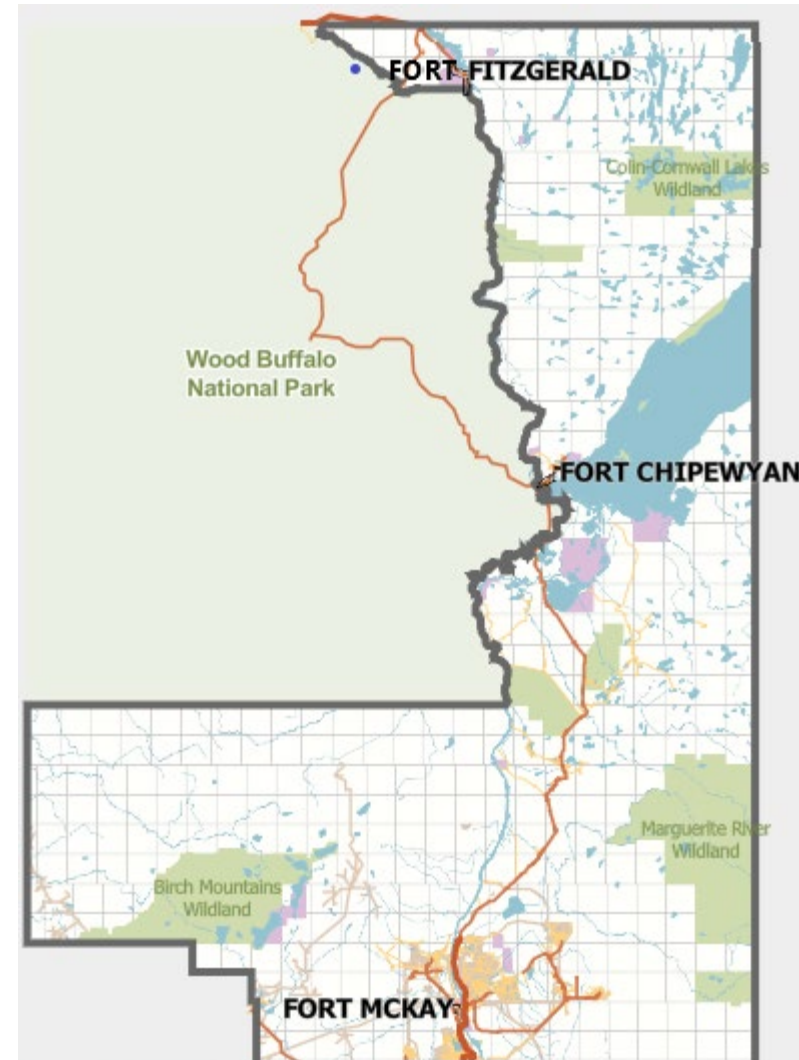
Meeting Date: May 9, 2023



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

# Overview

1. Original Motion
2. Fort Fitzgerald
3. Fort Chipewyan
4. Fort McKay
5. Summary





# Council Motion

THAT Administration undertake a feasibility study for upgrades to water and sewer servicing for Fort Chipewyan, Fort McKay and Fort Fitzgerald with the findings being presented to Council and that any funding required for the feasibility study come from the Emerging Issues Reserve.



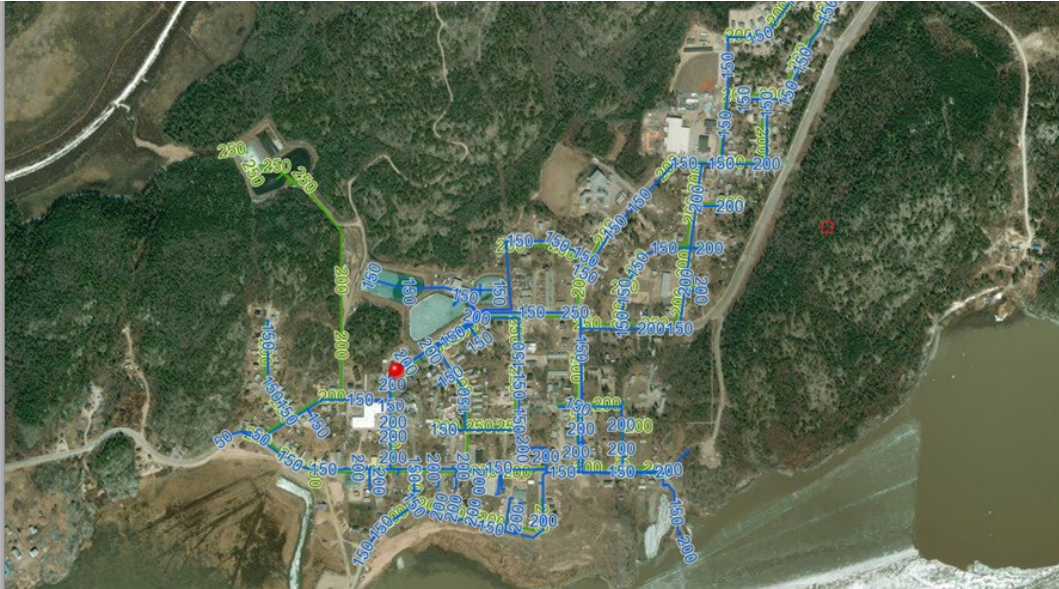
# Fort Fitzgerald

- Twelve (12) homes with a population of six (6) residents
- Located 21 km from Fort Smith, NT
- Currently, the community lacks water and wastewater infrastructure
- Water and sanitary sewer services are delivered by truck from the Town of Fort Smith once a week

Note: There is no plan to modify this service structure at present.



# Fort Chipewyan - Summary



- Hamlet of Fort Chipewyan, ACFN & MCFN
- Municipality owns and operates water and wastewater treatment facilities
- Municipal water is hauled to Allison Bay and Dog Head
- Wastewater from Dog Head goes to the municipal facility
- Wastewater from Allison Bay goes to the MCFN's lagoon
- The Hamlet of Fort Chipewyan has about 800 people and the total population in Fort Chipewyan is 1,000



# Fort Chipewyan - Water

- A raw water intake in Lake Athabasca
- A raw water supply line from the lake to the water treatment plant
- Three (3) raw water storage ponds
- A water treatment plant (WTP)
- A potable water reservoir
- A water distribution system



# Fort Chipewyan - Wastewater



- Wastewater collection system for the Hamlet
- Four (4) wastewater lift stations
- Wastewater lagoons consisting of three (3) cells
- One (1) septage receiving station at the lagoon for residents of Dog Head



# Fort Chipewyan – Studies

- Northern Communities Infrastructure Needs Assessment – Hamlet of Fort Chipewyan (AE, 2017)
- Fort Chipewyan Lift Station Upgrades, 2017 – Construction Project has been completed
- Feasibility Study Report – Fort Chipewyan Regional Water Study (Stantec, 2020)
- New Feasibility Study for alternate water sources. Expected to be released to the market in summer 2023

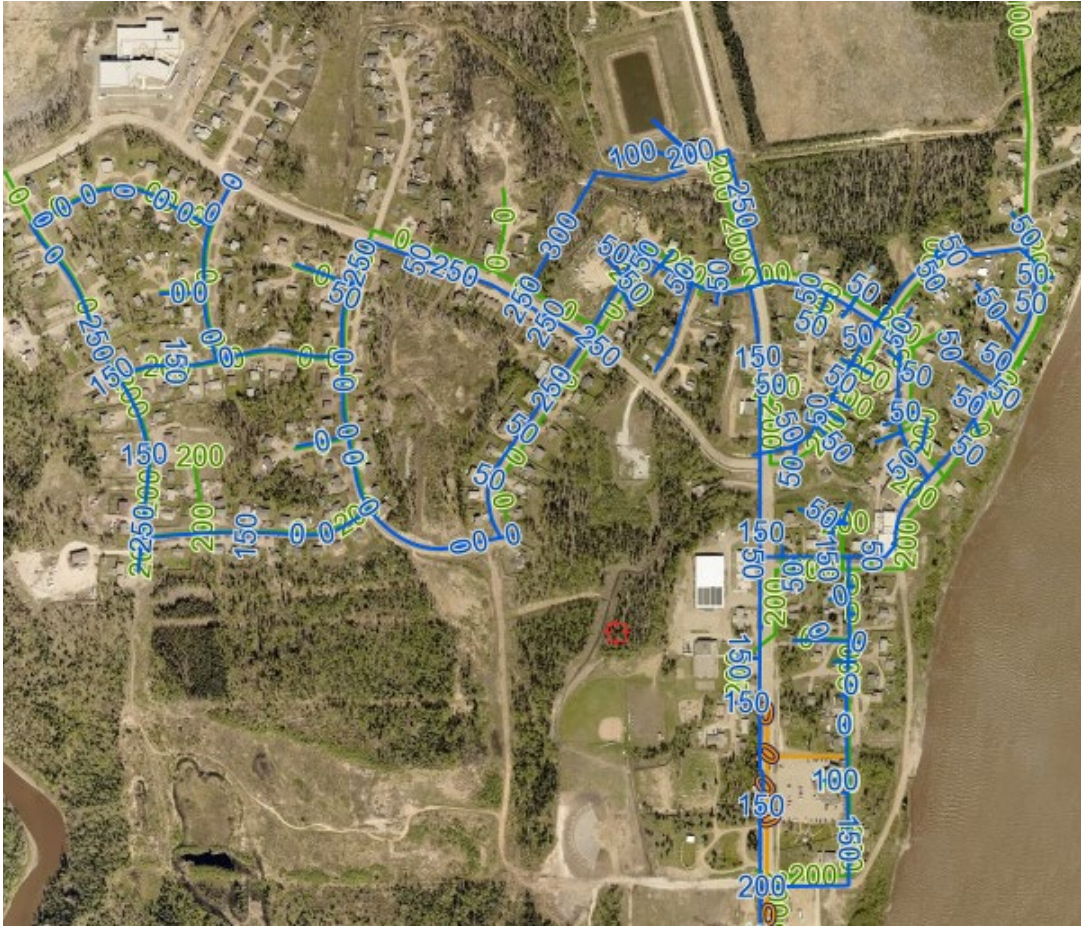


# Fort Chipewyan – Projects



- Restoration of the former potable reservoir in 2023/2024
  - Repair/increase certain sections of the Wastewater Collection System in 2024
  - Fort Chipewyan Water and Sewer Rehabilitation – 2022 budget but postponed for reassessment
- 
- Potential: regional water line from Fort Chipewyan to Dog Head in 2020, currently discussing it with MCFN, ISC, and AT
  - Feasibility study for alternate water sources to be posted to market summer 2023

# Fort McKay - Summary



- Infrastructure serves both the Hamlet of Fort McKay (including the Fort McKay Métis Nation) and the Fort McKay First Nation
- Current population is approximately 700 people
- The ultimate design population of 2,250 persons has been used as the basis for various infrastructure assessments



# Fort McKay - Water

- A raw water intake in the Ells River
- A raw water supply line from the river to the Water Treatment Plant
- One (1) raw water storage pond
- A water treatment plant
- A potable water reservoir
- A water distribution system



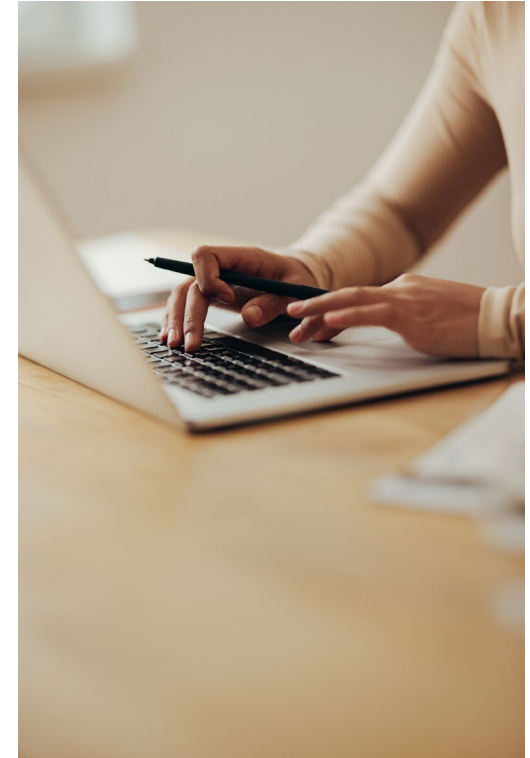
# Fort McKay - Wastewater



- Wastewater collection system collecting both the Hamlet and First Nation
- One (1) wastewater lift station
- Wastewater lagoons consisting of four (4) cells

# Fort McKay – Studies

- Northern Communities Infrastructure Needs Assessment – Hamlet of Fort McKay (AE, 2017)
- Fort McKay Raw Water Supply Study – Preliminary Design Report (Stantec, 2021)
- Fort McKay WTP Assessment (AECOM, 2021)
- Fort McKay Sewage Lagoon and Lift Station Upgrades: Preliminary Engineering (WSP, 2021)
- Fort McKay Métis Community Pavilion and Lot 4 Development Servicing Assessment (AE, 2021)





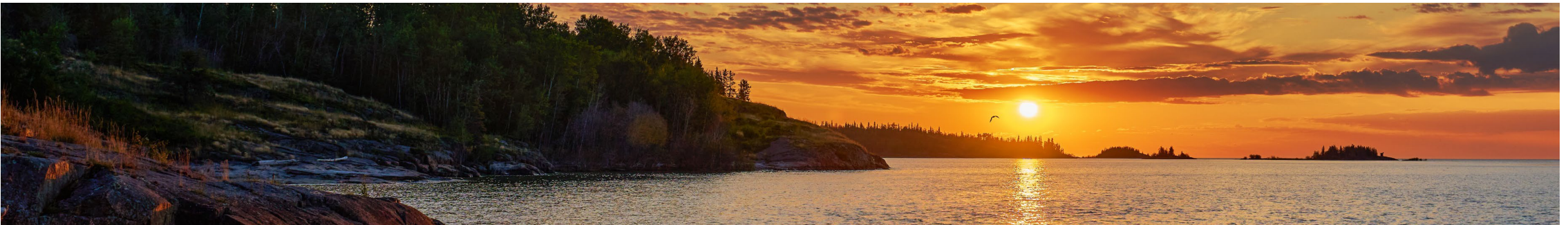
# Fort McKay – Projects



- Raw water supply intake and raw water supply line by 2027
- WTP chemical system upgrade (reduced scope) by 2025
- Distribution system upgrades to Fort McKay Road (south) by 2024
- Fort McKay Range Road 1109 Improvements (including water and sanitary sewer mains) by 2024
- Minor upgrades to the wastewater facility by 2024
- Sanitary sewer condition assessment by 2025

# Summary

The original motion requested that a feasibility study for water and sewer upgrades in Fort Chipewyan, Fort McKay, and Fort Fitzgerald. However, based on recent engineering studies, Administration has determined that conducting additional feasibility studies would not yield new or significantly different recommendations. Instead, the focus will be on completing the projects mentioned in the previous slides and fostering collaboration internally and with community partners to accomplish these goals.



# Thank You





REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## COUNCIL REPORT

Meeting Date: May 9, 2023

**Subject: Community Identification Committee Recommendation - Naming a Ball Diamond at MacDonald Island as "Bob Campbell Field"**

**APPROVALS:**

**Paul Thorkelsson**

\_\_\_\_\_  
Director

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

**Recommended Motion:**

THAT the Ball Diamond located at MacDonald Island, as shown in Attachment 1, be named "Bob Campbell Field".

**Summary:**

The Community Identification Committee recommends that a Ball Diamond at MacDonald Island be named "Bob Campbell Field," and that the proposed name be forwarded to Council for approval.

In accordance with the Community Identification System Policy (LDI-010), Council approval is required for the naming of municipal facilities in the Regional Municipality of Wood Buffalo.

**Background:**

On January 30, 2020, the Community Identification Committee (CIC) received a naming request to assign the name "Bob Campbell" to a sports facility or street in Fort McMurray. The Committee discussed the naming request and approved its inclusion in the naming inventory, with the intention that it be used for a sports facility when the opportunity arose.

At the applicant's request, the CIC revisited the matter at their October 20, 2022 meeting, wherein the CIC recommended that an unnamed Ball Diamond at the MacDonald Island (Portion of Lot 8, Block 1, Plan 202 2329) be named "Bob Campbell Field." The Committee moved that the name be forwarded to Council for approval.

A map showing the location of "Bob Campbell Field" and the description of the name are available in Attachments 1 and 2 of this report.

**Rationale for Recommendation:**

COUNCIL REPORT – Community Identification Committee Recommendation - Naming a Ball Diamond at MacDonald Island as "Bob Campbell Field"

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Robert James Campbell also known by the community as “Bob Campbell” has made a significant contribution to the community of Fort McMurray through his volunteer work. He committed his time to countless organizations and sat on several boards, and was responsible for leading the initiative to bring Little League Baseball (formerly Alberta Baseball Association) to Fort McMurray.

The proposed name is in accordance with section 3.2 of the Council-approved Community Identification System Policy (LDI-010).

**Strategic Plan Values:**

Responsible Government  
Building Partnerships

**Attachments:**

- 1. Subject Area Map - Bob Campbell Field**
- 2. Description of Proposed Name - Robert James Campbell (Bob Campbell)**



# SUBJECT AREA MAP

Portion of Lot 8, Block 1, Plan 2022329

Attachment



Attachment: 1. Subject Area Map - Bob Campbell Field (Community Identification Committee Recommendation- Bob Campbell Field)

 Bob Campbell Field (Proposed)

 Survey Parcels



1 cm = 40 m



Map Produced by the Geographic Information System

Packet Pg. 37



<b>CAMPBELL, Robert James (Bob Campbell)</b>	<p>Robert James Campbell arrived in Fort McMurray in 1975 and established a law firm, Campbell &amp; Germain LLP (now Cooper &amp; Company LLP). Throughout his legal career, he accomplished a great deal, becoming appointed as Queen's Counsel by the Government of Canada in 1986 and ultimately earning the Law Society of Alberta's top honour, the Distinguished Service Award in 2006. In addition to his legal career, he also established Best Canadian Motor Inn (now BCMI Inns and Kanata Inns), a successful hotel chain, beginning with one hotel in Gregoire and growing it over 10 locations across Alberta and British Columbia.</p> <p>Legal and business successes aside, Robert believed in using his expertise as a lawyer and a business person to give back to the community that supported him. He volunteered his time in countless organizations and sat on several boards including the Fort McMurray Chamber of Commerce, of which he was a member for over 30 years (and Director in the late 1970's), the Community Futures Committee of Fort McMurray, which he chaired in the early 1980's, and Keyano College, of which he was a board member and Vice Chair for several years. He also taught College's business law course on a part-time basis.</p> <p>He was also actively involved in sports and recreation activities in Fort McMurray. Due to his keen passion and volunteerism, he was awarded the Wood Buffalo Sports Hall of Fame in 2006. Along with this, he has been the recipient of the Certificate of Merit, awarded by the Government of Canada to recognize outstanding volunteerism in a community, he has been made an Honorary Lifetime Member of the Fort McMurray Oil Barons for his efforts with the team, he has been named Citizen of the Year by Keyano College and he has received the Distinguished Citizen Award from the Regional Municipality of Wood Buffalo.</p> <p>Notably, he was responsible for leading the initiative to bring Little League Baseball (formerly Alberta Baseball Association) to Fort McMurray, acting as its President in the late 1970's and early 1980's. He also served as President and Director of the Fort McMurray Recreational Facilities Society and President of the Fort McMurray YMCA. He was heavily involved in Fort McMurray's hockey programs, acting as a Director of the Fort McMurray Minor Hockey Association for some time and managing several teams, including the L. Robert Enterprises Pee Wee AA Barons.</p> <p>He was also instrumental in the construction of the Syncrude Sports &amp; Wellness Center, acting as a Chairman of the construction committee at Keyano College for several years.</p> <p>He has so many credits and awards on the list that make Robert (Bob) a widely regarded as one of the most community-minded citizens of Fort McMurray.</p>
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## COUNCIL REPORT

Meeting Date: May 9, 2023

**Subject: Citizen Recognition Program Policy PRC-090**

**APPROVALS:**

**Paul Thorkelsson**

\_\_\_\_\_  
Director

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

**Recommended Motion:**

THAT Citizen Recognition Program Policy PRC-090, dated May 9, 2023 as outlined in Attachment 1, be approved.

**Summary:**

Citizen Recognition Program Policy PRC-090 provides a clear and consistent approach for the implementation of Council's Excellence Awards and Key to the Region.

**Background:**

Council's Excellence Awards is hosted annually to recognize and celebrate outstanding contributions and impacts made by residents in the region in the following four (4) categories: Citizen of the Year, Everyday Hero, Indigenous Advocate, and Youth. The purpose of the Citizen Recognition Program Policy PRC-090 is to:

- Recognize behaviour that fosters a culture of home and belonging in the Region;
- Provide a venue to communicate the achievements of residents in the Region;
- Motivate residents to positively contribute to the quality of life in the Region; and
- Ensure that recipients are recognized in the presence of their peers.

Citizen Recognition Program, formerly known as the Civic Awards, were launched in 1998 to acknowledge outstanding individuals or groups that make a significant contribution to the Regional Municipality of Wood Buffalo (RMWB). Residents are invited to nominate individuals or groups that go above and beyond to make our Region a better place to live. Nominations are solicited throughout the Region. A panel reviews all nominations and provides recommendations based on scoring. Council reviews nominations and recommendations and selects award recipients. Council may also propose candidates to be considered as a worthy recipient for the Key to the Region and make the final determination on the awarding of a Key to the Region.

The proposed Policy is a result of an internal review undertaken by Administration. This review included consulting with other Municipalities as it related to civic awards. The proposed Policy aligns with other municipalities' similar programs and provides updated language and program model to align with Council's Excellence Awards and Key to the Region.

**Rationale for Recommendation(s):**

The Citizen Recognition Program Policy was last revised and approved by Council on June 26, 2012. The Policy was due for a revision and required updating to ensure alignment with the current Council's Excellence Awards and the Key to the Region. The proposed Citizen Recognition Program Policy PRC-090 aligns language and process with best practices amongst other Municipalities for similar programs.

**Strategic Plan Values:**

Building Partnerships

**Attachments:**

- 1. Citizen Recognition Program Policy PRC-090**
  - 2. Citizen Recognition Program Policy PRC-090 - Redlined**
- Citizen Recognition Program Policy Presentation**

# COUNCIL POLICY



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

Document Name: Citizen Recognition Program

Department Name: Community and Protective Services

Document Number: PRC-090

Effective Date: May 9, 2023

Review Date: May 9, 2026

## **STRATEGIC PLAN LINKAGE**

Building Partnerships

Rural and Indigenous Communities and Relationships

## **PURPOSE AND OBJECTIVE**

The Regional Municipality of Wood Buffalo (the “RMWB”) will recognize outstanding individuals, groups of individuals, and organizations that make a significant contribution or positive impact for residents in the region through the Citizen Recognition Program. The Council’s Excellence Awards (the “Awards”) include four Award categories that may be presented annually: Citizen of the Year, Everyday Hero, Indigenous Advocate, Youth. Council reserves the right to not bestow an Award if there are no suitable Nominees. The Key to the Region is awarded at the sole discretion of Council.

The purpose of the Citizen Recognition Program Policy (the “Policy”) is to:

1. recognize behaviour that fosters a culture of home and belonging in the region;
2. provide a venue to communicate the achievements of residents in the region;
3. motivate residents to positively contribute to the quality of life in the region; and
4. ensure that Recipients are recognized in the presence of their peers.

## **GENERAL PRINCIPLES**

### **1. Definitions:**

- 1.1. “Administration” means employees of the RMWB, as directed by the Chief Administrative Officer.
- 1.2. “Council” means the collective group of elected officials who govern the Municipality.
- 1.3. “Municipality” means the Regional Municipality of Wood Buffalo.
- 1.4. “Nominee” means an individual, group of individuals, or organization who has been nominated to receive an Award or Key to the Region.
- 1.5. “Recipient” means an individual, group of individuals, or organization who has either received or been selected to receive an Award or Key to the Region.

## 2. Responsibilities:

### 2.1. Council to:

- 2.1.1. approve this Policy;
- 2.1.2. approve any amendments to this Policy;
- 2.1.3. review recommended Nominees for Awards, including their Nominee packages and scoring summaries;
- 2.1.4. award Keys to the Region; and
- 2.1.5. select Recipients during a public Council meeting.

### 2.2. Administration to:

- 2.2.1. solicit nominations for the Awards throughout the region;
- 2.2.2. review nominations submitted for the Awards to determine alignment with respective criteria for each category;
- 2.2.3. form a panel to review all eligible nominations for the Awards and make recommendations to Council based on scoring;
- 2.2.4. provide Nominee packages, scoring summaries, and recommendations for Recipients to Council during an In-Camera Council meeting; and
- 2.2.5. plan and execute an annual Award ceremony to recognize Recipients.

## 3. General Procedures:

### 3.1. Award Categories:

#### 3.1.1. Council's Excellence Awards

- 3.1.1.1. Citizen of the Year Award – this Award recognizes an individual or group of individuals who has made outstanding contributions to the community, as a volunteer or professional, that have improved the quality of life in the region or have brought positive recognition to the region.
- 3.1.1.2. Youth Award – this Award recognizes a youth or group of youths whose exceptional achievements have improved the quality of life in the region or have brought positive recognition to the region. The focus shall be on relevant leadership and volunteer contributions, extracurricular activities, and community involvement. Candidates must be 15-34 years as of December 31 of the year preceding their nomination.
- 3.1.1.3. Indigenous Advocate Award – this Award recognizes an individual or group of individuals who has made significant contributions to Indigenous Communities in the region.
- 3.1.1.4. Everyday Hero Award – this Award recognizes an individual or group of individuals that has displayed heroic qualities during extraordinary circumstances. The everyday hero is dedicated to improving the lives of those around them, demonstrates selflessness through random

acts of kindness, and serves as a vehicle for change that positively impacts the region.

- 3.1.2. Key to the Region – this Award recognizes an individual, group of individuals, or organization that has enhanced the Municipality, the Province of Alberta, or Canada.
- 3.2. **Eligibility:**
  - 3.2.1. An individual, group of individuals, or organization may only be nominated for one Award per year.
  - 3.2.2. Recipients of Awards must be current residents of the region and must have resided in the region for at least twelve consecutive months prior to their nomination.
  - 3.2.3. Recipients of the Key to the Region must be current or former residents of the region.
  - 3.2.4. Groups of individuals or organizations must be based in the region or be a local branch of a national or international organization. They must have operated in the Municipality for at least twelve consecutive months prior to their nomination.
  - 3.2.5. Current and former employees, contractors, or elected officials of the RMWB are not eligible for an Award for contributions made as part of their role as an employee, contractor, or elected official of the RMWB.
  - 3.2.6. Nominees must not currently hold elected office.
  - 3.2.7. Past Recipients shall not be nominated for an Award for which they were previously recognized for the same achievements.
  - 3.2.8. Recipients are not eligible to be nominated for an Award within five years of receiving one in any category. Nominees who are not selected as Recipients are eligible for an Award in future years.
  - 3.2.9. An individual, group of individuals, or organization may only be awarded the Key to the Region once per lifetime.
- 3.3. **Nominations:**
  - 3.3.1. Council's Excellence Awards
    - 3.3.1.1. Nomination packages, including scoring criteria, will be made available by Administration to the public.
    - 3.3.1.2. Only nominations submitted before the submission deadline will be considered.
  - 3.3.2. Key to the Region
    - 3.3.2.1. Any member of Council may nominate an individual, group of individuals, or organization to receive a Key to the Region.
- 3.4. **Selection Process:**
  - 3.4.1. Council Excellence Awards
    - 3.4.1.1. Administration shall create a panel for the review and scoring of nominations. Administration shall provide recommendations to

Council based on the highest-scored eligible nominations for each category.

3.4.1.2. All meetings for Council's review of Nominee packages and selection of Recipients shall be held in-camera pursuant to the provisions of the Freedom of Information and Protection of Privacy Act.

3.4.1.3. Council shall review the Nominee packages, scoring summaries, and recommendations from Administration and shall select Recipients.

3.4.1.4. Selecting Recipients for Awards requires unanimous consent of Council prior to a recommendation being brought forward to a public Council Meeting.

#### 3.4.2. Key to the Region

3.4.2.1. Council will evaluate the nomination being considered for the Key to the Region at an In-Camera Council meeting.

3.4.2.2. In making their decision, Council will assess whether the Nominee has:

3.4.2.2.1. stood out as exemplary within the Municipality, the Province of Alberta, or Canada;

3.4.2.2.2. enhanced the reputation of the Municipality;

3.4.2.2.3. demonstrated acts of humanitarianism;

3.4.2.2.4. demonstrated outstanding educational, sporting, theatrical, or musical achievement;

3.4.2.2.5. made outstanding contributions to the process of Reconciliation, including acts of inspiration or education of citizens;

3.4.2.2.6. demonstrated exceptional provincial or national achievement; or

3.4.2.2.7. carried out an act of heroism or bravery.

3.4.2.3. Council shall select Recipients of the Key to the Region at an In-Camera Council meeting.

3.4.2.4. Selecting a Recipient of a Key to the Region requires unanimous consent of Council prior to a recommendation being made in a public Council meeting.

### 3.5. Recognition:

#### 3.5.1. Council's Excellence Awards

3.5.1.1. Council will announce Recipients once each year.

3.5.1.2. Recipients shall be recognized at an annual Award ceremony and through various communications, as appropriate.



### 3.5.2. Key to the Region

- 3.5.2.1. Administration shall work within an approved budget framework to coordinate a timely and appropriate acknowledgement of Council awarding the Key to the Region to the Recipient.
- 3.5.2.2. Council shall present the Key to the Region at a public Council meeting or at a public event where presentation would be considered suitable.

## 4. Rescind and Replace

This Policy rescinds and replaces the Citizen Recognition Program Policy, dated June 26, 2012.

### APPROVAL

This Policy was approved by Council. It will be reviewed no later than its next Revision Date to determine its effectiveness and appropriateness. It may be assessed before that time, as necessary.

\_\_\_\_\_  
Sandy Bowman, Mayor

\_\_\_\_\_  
Jade Brown, Chief Legislative Officer

\_\_\_\_\_  
Date

**SUPPORTING REFERENCES AND POSITION RESPONSIBLE**

Legal References:

Cross References:

Position Responsible: Director, Community and Protective Services

**COUNCIL POLICY DETAILS AND REVISION HISTORY**

<b>Date</b>	<b>Action</b>	<b>Description</b>
January 12, 1999	Introduction	New Citizen Recognition Program Policy PRL-090
January 10, 2003	Revision	
March 13, 2007	Revision	
June 26, 2012	Revision	
May 9, 2023	Revision – Substantive	Citizen Recognition Program Policy PRC-090 rescinds and replaces Citizen Recognition Program Policy PRL-090. Changes were made to definitions, responsibilities, and procedures, and the scope of the Policy was expanded to include the Key to the Region. The format was revised to meet requirements of the new Policy template.

# COUNCIL POLICY



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

Document Name: Citizen Recognition Program

Department Name: Community and Protective Services

Document Number: PRLPRC-090

Effective Date: ~~June 26, 2012~~ May 9, 2023

Review Date: ~~June 26, 2017~~ May 9, 2026

## STRATEGIC PLAN LINKAGE

Building Partnerships

Rural and Indigenous Communities and Relationships

### STATEMENT:

### PURPOSE AND OBJECTIVE:

The Regional Municipality of Wood Buffalo (the “RMWB”) will recognize outstanding individuals, groups of individuals, and organizations ~~provide recognition through this program to appropriately acknowledge outstanding individuals or groups~~ that make a significant contribution or positive impact for the ~~citizens~~ residents in the ~~Regional Municipality of Wood Buffalo~~ region through the Citizen Recognition Program. The Council’s Excellence Awards (the “Awards”) include four Award categories that may be presented annually: Citizen of the Year, Everyday Hero, Indigenous Advocate, Youth. Council reserves the right to not bestow an Award if there are no suitable Nominees. The Key to the Region is awarded at the sole discretion of Council.

The ~~objective of~~ purpose of the Citizen Recognition Program Policy (the “~~this p~~Policy”) is to:

1. ~~Recognize~~ recognize behaviour, that ~~creates~~ fosters a culture ~~that builds~~ of home and belonging in ~~our the~~ region;
2. ~~Provide~~ provide a venue to communicate the achievements of ~~citizens of~~ residents in the ~~Regional Municipality of Wood Buffalo~~ region;
3. ~~Motivate~~ motivate all ~~citizens~~ residents to positively contribute to the quality of life in the ~~Regional Municipality of Wood Buffalo~~ region; and
4. ~~Ensure~~ ensure that ~~those nominated~~ Recipients are recognized in the presence of their peers.

## PROCEDURES: GENERAL PRINCIPLES

### 1. Definitions:

- 1.1. “Administration” means employees of the RMWB, as directed by the Chief Administrative Officer.

- 1.1.1.2. ~~“Council”— means to the Mayor and Council of the Regional Municipality of Wood Buffalo which is made up the collective group of elected officials who govern the Municipality.~~
- 1.2. ~~GSC— means to the Community Services Committee which is made up of members as appointed by Council.~~
- 1.3. ~~Nomination Group— means the Group made up of Administration and members of the public.~~
- 1.3. “Municipality” means the Regional Municipality of Wood Buffalo.
- 1.4. “Nominee”— means an individual, group of individuals, or organization who has been nominated to receive an Award or Key to the Region. ~~means present or past residents who live or have lived in the Regional Municipality of Wood Buffalo for at least twelve consecutive months.~~
- 1.4.1.5. “Recipient” means an individual, group of individuals, or organization who has either received or been selected to receive an Award or Key to the Region.

## 2. Responsibilities:

### 2.1. Council to:

- 2.1.1. approve this Policy;
- 2.1.2. ~~To approve any amendments to this policy.~~
- 2.1.3. review recommended Nominees for Awards, including their Nominee packages and scoring summaries;
- 2.1.4. award Keys to the Region; and
- 2.1.5. select Recipients during a public Council meeting.
- 2.1.2. ~~To provide guidance in the review of this policy; and~~
- 2.1.3. ~~To accept, decline or change the recommendations from the Community Services Committee on the recipients ensuring that at least one recipient is from a rural community annually.~~

### 2.2. ~~Executive Leadership Team:~~

- 2.2.1. ~~Support the implementation of this policy; and~~
- 2.2.2. ~~Recommend any amendments to this policy.~~

### 2.3. ~~Department Director:~~

- 2.3.1. ~~Ensure annual budgets are prepared using all guidelines within this policy; and~~
- 2.3.2. ~~Ensure recommendations for any reviews are submitted for approval and implementation.~~

### 2.4. ~~Community Services Committee:~~

- 2.4.1. ~~Review all eligible nominations submitted for the program; and~~
- 2.4.2. ~~Recommend one or more, to a maximum of eight (8), recipients annually for Council approval.~~

~~2.5. Nomination Group:~~~~2.5.1. Solicit nominations throughout the Regional Municipality of Wood Buffalo and ensure the nominees are from both Urban and Rural Service Areas;~~~~2.5.2. Review all nominations for validity and categorization; Conduct follow up on nominations as required.~~~~2.6.2.2. Administration to:~~~~2.2.1. solicit nominations for the Awards throughout the region;~~~~2.2.2. review nominations submitted for the Awards to determine alignment with respective criteria for each category;~~~~2.2.3. form a panel to review all eligible nominations for the Awards and make recommendations to Council based on scoring;~~~~2.2.4. provide Nominee packages, scoring summaries, and recommendations for Recipients to Council during an In-Camera Council meeting; and~~~~2.2.5. plan and execute an annual Award ceremony to recognize Recipients.~~~~2.6.1. Accept and compile all of the nominations for the Nomination Group and assist as required;~~~~2.6.2. Prepare the packages for the Community Services Committee; and~~~~2.6.3. Administer the program using strong internal connectivity among all departments.~~**3. General Procedures:****3.1. Award Categories:****3.1.1. Council's Excellence Awards**~~3.1.1.1. Citizen of the Year Award – this Award recognizes an individual or group of individuals who has made outstanding contributions to the community, as a volunteer or professional, that have improved the quality of life in the region or have brought positive recognition to the region.~~~~3.1.1.2. Youth Award – this Award recognizes a youth or group of youths whose exceptional achievements have improved the quality of life in the region or have brought positive recognition to the region. The focus shall be on relevant leadership and volunteer contributions, extracurricular activities, and community involvement. Candidates must be 15-34 years as of December 31 of the year preceding their nomination.~~~~3.1.1.3. Indigenous Advocate Award – this Award recognizes an individual or group of individuals who has made significant contributions to Indigenous Communities in the region.~~~~3.1.1.4. Everyday Hero Award – this Award recognizes an individual or group of individuals that has displayed heroic qualities during extraordinary circumstances. The everyday hero is dedicated to improving the lives of those around them, demonstrates selflessness through random~~

acts of kindness, and serves as a vehicle for change that positively impacts the region.

- 3.1.2. Key to the Region – this Award recognizes an individual, group of individuals, or organization that has enhanced the Municipality, the Province of Alberta, or Canada.

### ~~3.1. Themes~~

- ~~3.1.1. Themes for the awards are based on (but not limited to) aspects in whole or in part of the current Vision, Mission, Values, and the Municipal Development Plan of the Municipality.~~

- ~~3.1.2. Examples include (but not limited to) Sustainability, Collaboration, Effective Partnerships, Inspiration, Diversity, Wellness, Vibrant Cultural Diversity, Culture and Arts, Sport and Recreation, Empowerment, Innovation, Historical Preservation, Volunteerism, Community Spirit, Economic Resilience, Responsible Development, Responsible Environmental Practices, Safety, and/or Regional Pride.~~

### 3.2. Eligibility:

- 3.2.1. An individual, group of individuals, or organization may only be nominated for one Award per year.
- 3.2.2. Recipients of Awards must be current residents of the region and must have resided in the region for at least twelve consecutive months prior to their nomination.
- ~~3.2.1. All citizens that have resided in the Regional Municipality of Wood Buffalo for at least twelve consecutive months;~~
- 3.2.3. Recipients of the Key to the Region must be current or former residents of the region.
- 3.2.4. Groups of individuals or organizations must be based in the region or be a local branch of a national or international organization. They must have operated in the Municipality for at least twelve consecutive months prior to their nomination.
- 3.2.5. Current and former employees, contractors, or elected officials of the RMWB are not eligible for an Award for contributions made as part of their role as an employee, contractor, or elected official of the RMWB.
- 3.2.6. Nominees must not currently hold elected office.
- 3.2.7. Past Recipients shall not be nominated for an Award for which they were previously recognized for the same achievements.
- 3.2.8. Recipients are not eligible to be nominated for an Award within five years of receiving one in any category. Nominees who are not selected as Recipients are eligible for an Award in future years.
- 3.2.9. An individual, group of individuals, or organization may only be awarded the Key to the Region once per lifetime.
- ~~3.2.2. Nominations are based on overall achievement, impact, and/or contribution to the region;~~

- ~~3.2.3. Eligibility will be flexible in order to accommodate all types of nominations with no age limitations; and~~
- ~~3.2.4. Recipients may each only receive the award once in their life time.~~
- 3.3. **Nomination of Citizens:**
- 3.3.1. Council's Excellence Awards
- 3.3.1.1. ~~Nomination packages, including scoring criteria, will be made available from Municipal offices throughout the Regional Municipality of Wood Buffalo, and on the Municipal website. Nominations will be forwarded to the Nomination Group in full by Administration to the public.~~
- 3.3.1.2. ~~Only Nominations will be story-based and must be entered before the submitted before the submission deadline date annually will be considered.~~
- 3.3.2. Key to the Region
- 3.3.2.1. Any member of Council may nominate an individual, group of individuals, or organization to receive a Key to the Region.
- 3.4. **Selection Process:**
- 3.4.1. Council Excellence Awards
- 3.4.1.1. Administration shall create a panel for the review and scoring of nominations. Administration shall provide recommendations to Council based on the highest-scored eligible nominations for each category.
- 3.4.1.2. All meetings for Council's review of Nominee packages and selection of Recipients shall be held in-camera pursuant to the provisions of the Freedom of Information and Protection of Privacy Act.
- 3.4.1.3. Council shall review the Nominee packages, scoring summaries, and recommendations from Administration and shall select Recipients.
- 3.4.1.4. Selecting Recipients for Awards requires unanimous consent of Council prior to a recommendation being brought forward to a public Council Meeting.
- 3.4.2. Key to the Region
- 3.4.2.1. Council will evaluate the nomination being considered for the Key to the Region at an In-Camera Council meeting.
- 3.4.2.2. In making their decision, Council will assess whether the Nominee has:
- 3.4.2.2.1. stood out as exemplary within the Municipality, the Province of Alberta, or Canada;
- 3.4.2.2.2. enhanced the reputation of the Municipality;
- 3.4.2.2.3. demonstrated acts of humanitarianism;

- 3.4.2.2.4. demonstrated outstanding educational, sporting, theatrical, or musical achievement;
- 3.4.2.2.5. made outstanding contributions to the process of Reconciliation, including acts of inspiration or education of citizens;
- 3.4.2.2.6. demonstrated exceptional provincial or national achievement; or
- 3.4.2.2.7. carried out an act of heroism or bravery.

3.4.2.3. Council shall select Recipients of the Key to the Region at an In-Camera Council meeting.

3.4.2.4. Selecting a Recipient of a Key to the Region requires unanimous consent of Council prior to a recommendation being made in a public Council meeting.

~~3.3.1.2.~~

#### ~~3.4.3.5.~~ **Recognition: and Frequency of Awards**

##### 3.5.1. Council's Excellence Awards

3.5.1.1. Council will announce Recipients once each year.

~~3.4.1.1. Recipients shall be recognized at Each nominee and their guests will be invited to the annual ceremony where the recipient will receive a personalized gift. The recipient will be revealed in the ceremony.~~

~~3.4.1.2. Rural nominees and their guests will be provided transportation into the Urban Service Area for the ceremony and accommodations where appropriate.~~

~~3.4.1.3. In the alternative community celebrations will be held in rural communities, when appropriate, to ensure that recipients are celebrated and recognized within their own community.~~

3.5.1.2. Aan annual Award ceremony and through various communications, as appropriate. will take place in January each year.

##### 3.5.2. Key to the Region

3.5.2.1. Administration shall work within an approved budget framework to coordinate a timely and appropriate acknowledgement of Council awarding the Key to the Region to the Recipient.

3.5.2.2. Council shall present the Key to the Region at a public Council meeting or at a public event where presentation would be considered suitable.

~~4.~~

~~5. Immediately following the announcements of the recipients, a wide variety of media avenues will be used to showcase the recipients and their accomplishments at the annual ceremony (i.e. social media, radio, media releases).~~



#### 4. Rescind and Replace

This Policy rescinds and replaces the Citizen Recognition Program Policy, dated June 26, 2012.

#### APPROVAL

This Policy was approved by Council. It will be reviewed no later than its next Revision Date to determine its effectiveness and appropriateness. It may be assessed before that time, as necessary.

\_\_\_\_\_  
Sandy Bowman, Mayor

\_\_\_\_\_  
Jade Brown, Chief Legislative Officer

\_\_\_\_\_  
Date

**SUPPORTING REFERENCES AND POSITION RESPONSIBLE**

Legal References:

Cross References:

Position Responsible: Director, Community and Protective Services

**COUNCIL POLICY DETAILS AND REVISION HISTORY**

<b>Date</b>	<b>Action</b>	<b>Description</b>
January 12, 1999	Introduction	New Citizen Recognition Program Policy PRL-090
January 10, 2003	Revision	
March 13, 2007	Revision	
June 26, 2012	Revision	
May 9, 2023	Revision – Substantive	Citizen Recognition Program Policy PRC-090 rescinds and replaces Citizen Recognition Program Policy PRL-090. Changes were made to definitions, responsibilities, and procedures, and the scope of the Policy was expanded to include the Key to the Region. The format was revised to meet requirements of the new Policy template.

# Citizen Recognition Program Policy

Presenter: Deanne Bergey, Director

Department: Community & Protective Services

Meeting Date: May 9<sup>th</sup>, 2023



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO





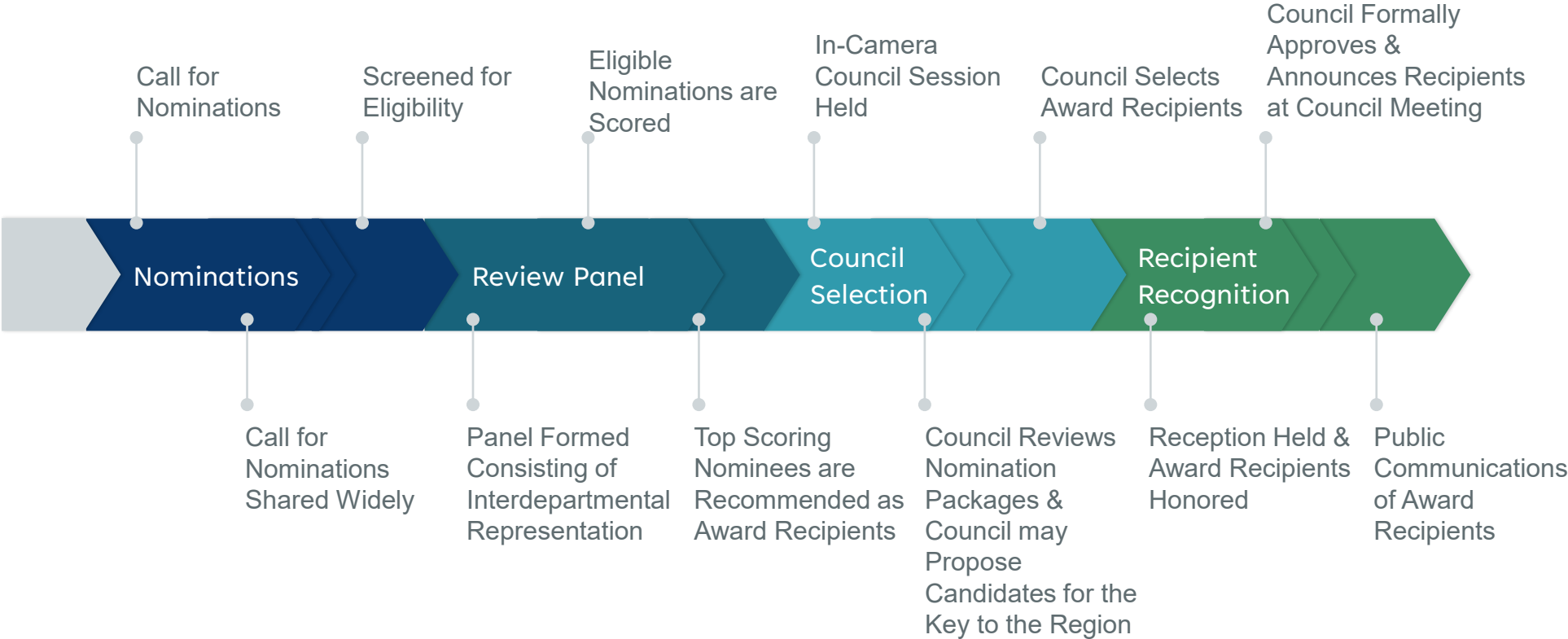
# Program Overview

- Annual program
- Recognizes and celebrates outstanding residents
- Categories:
  - Council's Excellence Awards:
    - Citizen of the Year
    - Youth
    - Indigenous Advocate
    - Everyday Hero
  - Key to the Region



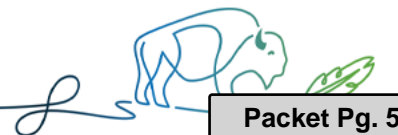


# Recipient Selection Process



# Council Role

- Approves Citizen's Recognition Program Policy
- Reviews Council's Excellence Awards Nominee Packages, Scoring Summaries, and Administrative Recommendations for Recipients
- Council may Propose Candidates for the Key to the Region
- Selects Award Recipients
- Announces Award Recipients



# Key Amendments

- Alignment with program delivery model
- Removal of reference to Community Services Committee (dissolved by Council in 2017)
- Inclusion of award categories
- Inclusion of the Key to the Region
- Clarity around eligibility criteria



# Thank You





## COUNCIL REPORT

Meeting Date: May 9, 2023

### **Subject: Request for Legal Support**

#### **APPROVALS:**

**Paul Thorkelsson**

\_\_\_\_\_  
Director

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

#### **Recommended Motion:**

THAT Councillor S. Dogar's request for Legal Support be approved; and

THAT the Insurance Deductible of \$10,000.00 be paid through the Emerging Issues Reserve.

#### **Summary**

Councillor Dogar ("the Councillor") was sued for defamation by a local resident Sultan Zaman and SMG Builder on February 8, 2023. The issue is whether or not the Councillor has insurance coverage through the Regional Municipality of Wood Buffalo ("Municipality").

The Councillor has filed a defence.

#### **Background**

Legal Services has determined that the Councillor has insurance coverage for a legal defence, but not for damages, under our Commercial General Liability Policy (the Policy).

There is a deductible of \$10,000. We have been advised that, as the Municipality is the holder of the Policy, it is likely that we would be found to be liable under the Policy by a court.

#### **Financial Implications:**

The Insurance deductible of \$10,000.00 would need to be paid out of the Emerging Issues Reserve.

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

Our Policy provides for insurance coverage of the defence only.

**Strategic Plan Values:**

Fiscal Management





## COUNCIL REPORT

Meeting Date: May 9, 2023

### **Subject: Request for Leave of Absence**

#### **APPROVALS:**

**Paul Thorkelsson**

\_\_\_\_\_  
Director

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

#### **Recommended Motion:**

THAT an unpaid leave of absence, inclusive of salary and benefits, be authorized for Councillor Funky Banjoko, for the period May 9 to May 30, 2023.

#### **Summary and Background:**

Councillor Funky Banjoko has been nominated as a candidate and is running in the Provincial Election which has been set to be held on May 29, 2023.

Councillor Banjoko has requested an unpaid leave of absence, effective May 9, 2023 until May 30, 2023 which is the day after the Provincial Election. The requested leave of absence is inclusive of salary and benefits and extends up to and including the date of the election, after which time Councillor Banjoko will either resign her position if successfully elected or immediately return to Council duties.

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

There is no legislative requirement for a Councillor running for provincial office to request or take any form of leave, or otherwise vacate their position on Council during the campaign period.

#### **Strategic Plan Values:**

Responsible Government  
Building Partnerships