

**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 10, 2018, commencing at 6:00 PM.**

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

**Administration:** Annette Antoniak, Chief Administrative Officer  
Jade Brown, Acting Chief Legislative Officer  
Elsie Hutton, Chief Financial Officer  
Jamie Doyle, Director, Planning and Development  
Robert Billard, Director, Public Works and Transit Services  
Matthew Hough, Director, Engineering  
David Leflar, Director, Legal Services  
Sarah Harper, Legislative Officer

**Call to Order - In the 7th Floor Boardroom**

Mayor D. Scott called the meeting to order at 3:00 p.m.

**Motion to Move in Camera**

**MOTION:**

THAT the Council Meeting move in camera pursuant to sections 23(1) and 24(1) of the *Freedom of Information and Protection of Privacy Act*.

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

**2.1. Advice from Officials**

(In Camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*.)

In attendance:

- Karim Zariffa, Executive Director, Oil Sands Community Alliance (OSCA)
- Shafak Sajid, Oil Sands Community Alliance (OSCA)
- Adele Thomson, Canadian Natural Resources Limited
- Tracey Wolsey, Suncor Energy
- David Schaaf and Pearce Shewchuk, Nichols Applied Management (via teleconference)
- Peter Koning, Conoco Phillips (via teleconference)
- Ben Matthews, Suncor Energy (via teleconference)
- Jaffar Naqi, Imperial Oil Limited (via teleconference)
- Kara Flynn, Syncrude Canada Ltd. (via teleconference)
- Annette Antoniak, Chief Administrative Officer
- Jade Brown, Acting Chief Legislative Officer
- Jamie Doyle, Director, Planning and Development
- Lynda McLean, Director, Communications and Stakeholder Relations

**2.2. 2018 Assessment and Taxation Update**

(In Camera pursuant to section 23(1) of the *Freedom of Information and Protection of Privacy Act*.)

In attendance:

- Philip Schofield, Regional Assessor, Taxation and Assessment
- Elsie Hutton, Chief Financial Officer
- Annette Antoniak, Chief Administrative Officer
- Jade Brown, Acting Chief Legislative Officer
- Jamie Doyle, Director, Planning and Development
- Lynda McLean, Director, Communications and Stakeholder Relations

**2.3. 2017 External Audit Management Letter**

(In Camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*.)

In attendance:

- Elsie Hutton, Chief Financial Officer
- Linda Ollivier, Director, Financial Services
- Rachel Gosse, Deloitte LLP
- Sanjeev Rajani, Manager, Assurance Advisory, Deloitte LLP
- Annette Antoniak, Chief Administrative Officer
- Jade Brown, Acting Chief Legislative Officer
- Jamie Doyle, Director, Planning and Development
- Lynda McLean, Director, Communications and Stakeholder Relations

**2.4. Land Matter**

(In Camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*.)

In attendance:

- Erin O'Neill, Operations Manager, Recovery Task Force
- Jody Butz, Fire Chief, Regional Emergency Services
- David Leflar, Director, Legal Services
- Jordon Redshaw, Strategist, Communications and Stakeholder Relations
- Annette Antoniak, Chief Administrative Officer
- Jade Brown, Acting Chief Legislative Officer
- Jamie Doyle, Director, Planning and Development
- Lynda McLean, Director, Communications and Stakeholder Relations

**2.5. Labour Matter**

(In Camera pursuant to section 24(1) of the *Freedom of Information and Protection of Privacy Act*.)

In attendance:

- Annette Antoniak, Chief Administrative Officer
- Jade Brown, Acting Chief Legislative Officer
- Jamie Doyle, Director, Planning and Development
- Lynda McLean, Director, Communications & Stakeholder Relations

**Recess:**

A recess occurred between 5:43 p.m. and 6:00 p.m., at which time the meeting was reconvened in the Council Chamber. Councillor J. Peddle joined the meeting via teleconference at that time.

**Motion to Reconvene in Public****MOTION:**

THAT the Council Meeting reconvene in public.

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

Mayor D. Scott acknowledged the tragic accident of the Humboldt Broncos and a moment of silence was held.

Mayor D. Scott also acknowledged the 2018 Municipal Census that is occurring this year, encouraging residents to participate.

## **Adoption of Agenda**

### **3.1. Motion to Approve Agenda**

#### **MOTION:**

THAT the Agenda be adopted as presented.

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

## **Minutes of Previous Meetings**

### **4.1. Council Meeting - March 27, 2018**

#### **MOTION:**

THAT the Minutes of the Council Meeting held on March 27, 2018 be approved as presented.

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

## **Recognition**

### **5.1. Proclamation - National Volunteer Week April 15-21**

Mayor D. Scott declared April 15-21, 2018 as National Volunteer Week.

### **5.2. Proclamation - Animal Abuse Prevention Day - April 23**

Mayor D. Scott declared April 23, 2018 as Animal Abuse Prevention Day and acknowledged George Rowe, President of the Board of Directors, Fort McMurray SPCA, who was in attendance.

### **5.3. Proclamation - Human Values Day - April 24**

Mayor D. Scott declared April 24, 2018 as Human Values Day and acknowledged Chithra Udayashankar, Representative, Walk of Values, who was in attendance.

#### Recess:

A short recess occurred from 6:13 p.m. to 6:16 p.m.

### **Presentation & Delegation**

#### **6.1. Waj Arain and Donalee Williams, Collaboration for Religious Inclusion (CRI) re: Report Back to Council on Findings and Recommendations of the CRI Research Project in RMWB**

Waj Arain, Chair and Reverend Donalee Williams, United Church of Canada, Collaboration for Religious Inclusion (CRI) provided a presentation on the findings and recommendations of the CRI Research Project in the Regional Municipality of Wood Buffalo.

Administration will be following up with the CRI relative to the findings and recommendations of the research project.

### **Unfinished Business**

#### **7.1. Land Use Bylaw – Home Business and Home Occupation Amendment**

Councillor S. Lalonde re-read the amending motion that was deferred at the March 27, 2018 Council Meeting:

#### **MOTION:**

THAT Bylaw No. 18/004 be amended by:

- Adding Pet grooming under definitions in section 2 to read as follows: Pet Grooming refers to the hygienic care and cleaning of pets and does not include the retail sale of products, a place for breeding or overnight boarding of pets.
- Amending section 4 so that the numbering 69.1 is replaced with 69.1(a) and the following is added as 69.1(b) no noise, vibration, smoke, odors, heat, glare, electrical or radio disturbance beyond the property boundary shall be produced by the home occupation. The privacy and enjoyment of adjacent residences shall be preserved and the amenities of the neighbourhood maintained at all times.

- Amending section 5 to add as the last sentence of 70.1(b) the following: The privacy and enjoyment of adjacent residences shall be preserved and the amenities of the neighbourhood maintained at all times.
- Amending 70.1(a) to read as follows:
  - a) The area occupied by a Home Business shall not exceed:
    - i) 30% of the total interior floor area of a Dwelling or Dwelling Unit, or
    - ii) 30% of the total interior floor area of an Accessory building; or
    - iii) Any combination of the above to a maximum of 30% of the floor area.
- Amending Section 3 of the bylaw by adding Animal Services Facility Minor as a definition to be deleted and adding the following as the substitution therefore:

Animal Service Facility Minor means development for the purposes of outpatient care treatment of animals and includes retail sales of associated products. Typical uses are small animal veterinary clinics.

Councillor M. Allen proposed a friendly amendment to amend the second bullet of Councillor S. Lalonde's amending motion to read: "Amending Section 4 to add as the last sentence of 69.3(c) the following: "The privacy and enjoyment of adjacent residences shall be preserved and the amenities of the neighbourhood maintained at all times." Councillor M. Allen explained that the friendly amendment removes the first sentence in proposed 69.1(b) as there is duplication in 69.3(c).

The friendly amendment was accepted by Councillor S. Lalonde:

Voting then occurred on the amending motion with the friendly amendment, which now reads as follows:

THAT Bylaw No. 18/004 be amended by:

- Adding Pet grooming under definitions in section 2 to read as follows: Pet Grooming refers to the hygienic care and cleaning of pets and does not include the retail sale of products, a place for breeding or overnight boarding of pets.
- Amending section 4 to add as the last sentence of 69.3 (c) the following: The privacy and enjoyment of adjacent residences shall be preserved and the amenities of the neighbourhood maintained at all times.
- Amending section 5 to add as the last sentence of 70.1(b) the following: The privacy and enjoyment of adjacent residences shall be preserved and the amenities of the neighbourhood maintained at all times.

- Amending 70.1(a) to read as follows:
  - a. The area occupied by a Home Business shall not exceed:
    - i) 30% of the total interior floor area of a Dwelling or Dwelling Unit, or
    - ii) 30% of the total interior floor area of an Accessory building; or
    - iii) Any combination of the above to a maximum of 30% of the floor area.
- Amending Section 3 of the bylaw by adding Animal Services Facility Minor as a definition to be deleted and adding the following as the substitution therefore:

Animal Service Facility Minor means development for the purposes of outpatient care treatment of animals and includes retail sales of associated products. Typical uses are small animal veterinary clinics.

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

Councillor P. Meagher put forward the motion for second reading of Bylaw No. 18/004:

**MOTION:**

THAT Bylaw No. 18/004, being a Land Use Bylaw Text Amendment, be read a second time as amended.

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

**MOTION:**

THAT Bylaw No. 18/004 be read a third and final time.

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

**7.2. Bylaw No. 18/002 – Road Closure Adjacent to Municipal Land (Portion of Section SW 16, Township 86, Range 7, W4M) – Anzac**

Mayor D. Scott indicated that the public hearing occurred on January 30, 2018 for Bylaw No. 18/002 and that 2<sup>nd</sup> and 3<sup>rd</sup> readings can occur as the signed bylaw has been received from the Minister of Transportation.

**MOTION:**

THAT Bylaw No. 18/002 being a bylaw to close portion of Section SW 16, Township 86, Range 7, W4M be read a second time.

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

**MOTION:**

THAT Bylaw No. 18/002 be read a third and final time.

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

**New Business**

**8.1. Bylaw No. 18/006 - Emergency Management Bylaw**

**MOTION:**

THAT Bylaw No. 18/006, the Emergency Management Bylaw, be read a first time.



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

## **8.2. Bylaw No. 18/007 - Land Use Bylaw and Highway 69/Clearwater River Valley Area Structure Plan - Redistricting, General Text and Map Amendment**

### **MOTION:**

THAT Bylaw No. 18/007, being a Land Use Bylaw - Redistricting, General Text, and Map Amendment and Highway 69/Clearwater River Valley Area Structure Plan – General Text and Map Amendment, be read a first time; and

THAT the public hearing be scheduled for May 8, 2018.

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

## **8.3. 2017 Non-Consolidated Financial Statements**

Elsie Hutton, Chief Financial Officer and Linda Ollivier, Director, Financial Services, provided a presentation on the 2017 Non-Consolidated Financial Statements for the Regional Municipality of Wood Buffalo.

### Exit and Return:

Councillor K. Balsom exited the meeting at 7:07 p.m. and reentered at 7:08 p.m.

Roy Amalu, Board Treasurer and Janna Folsom, Director of Finance, Wood Buffalo Housing and Development Corporation, provided a presentation on the 2017 Non-Consolidated Financial Statements.

### Recess:

A recess occurred from 7:40 p.m. to 7:52 p.m.

Chris Pirie, Board Director; Rachel Orser, Interim Chief Executive Officer and Maureen Gravelle, Chief Financial Officer, Regional Recreation Corporation, provided a presentation on the 2017 Non-Consolidated Financial Statements.

Corinna Pirie, Board Member and Melissa Flett, Director, Regional Municipality of Wood Buffalo Library Board, provided a presentation on the 2017 Non-Consolidated Financial Statements.

**MOTION:**

THAT the 2017 Non-Consolidated Financial Statements for the Regional Municipality of Wood Buffalo for the year ended December 31, 2017 be accepted as information.

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

**8.4. 2017 Audited Consolidated Financial Statements**

Linda Ollivier, Director, Financial Services, provided a presentation on the 2017 Audited Consolidated Financial Statements.

**MOTION:**

THAT the 2017 Audited Consolidated Financial Statements for the Regional Municipality of Wood Buffalo for the year ending December 31, 2017, be accepted as information.

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

**8.5. 2018 Capital Budget Amendments – New and Consolidated Projects**

Linda Ollivier, Director, Financial Services, provided a presentation on the 2018 Capital Budget Amendments - New and Consolidated Projects.

**MOTION:**

THAT the 2018 Capital Budget Amendments as summarized on Attachment 1 (2018 Capital Budget Amendments – New and Consolidated Projects dated April 10, 2018) be approved; and

THAT the revised Cash Flow of Capital Projects as summarized on Attachment 2 (2018 Capital Budget Amendments – New and Consolidated Projects - Cash Flow Summary, dated April 10, 2018) be approved.

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

### **Adjournment**

The meeting adjourned at 8:23 p.m.

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Mayor

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Chief Legislative Officer