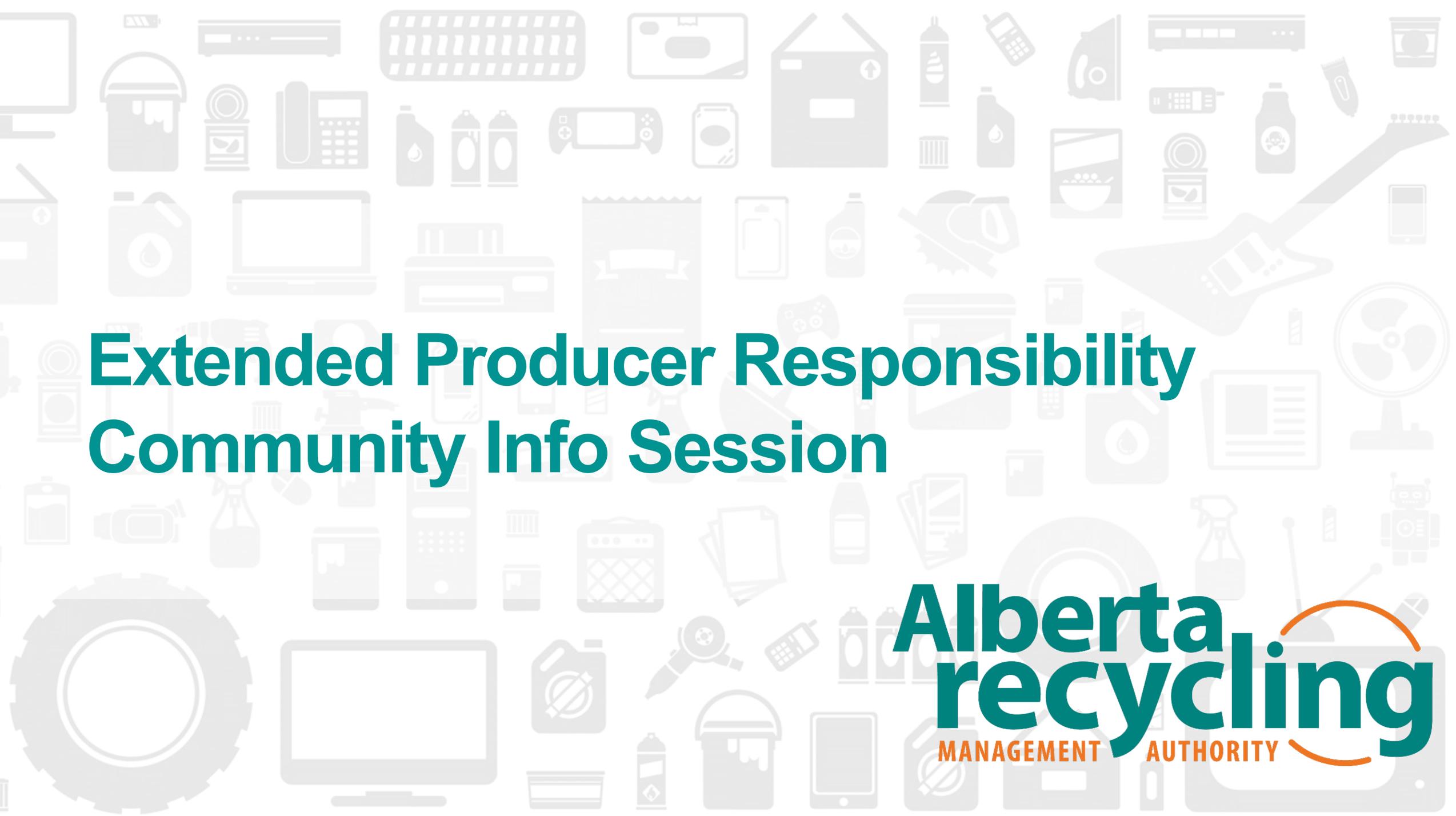


Town of Bon Accord
AGENDA
Special Meeting of Council
July 18, 2024, 9:00 a.m. in Council Chambers
Live Streamed on Bon Accord YouTube Channel

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. DELEGATION**
 - 3.1. 9:05 a.m. Susan Berry – Roseridge Waste Management – EPR Transition Model (enclosure)
- 4. UNFINISHED BUSINESS**
 - 4.1. EPR (Extended Producer Responsibility) Transition Model (enclosure)
- 5. NEW BUSINESS**
 - 5.1. Sand and Salt Storage Facility (enclosure)
 - 5.2. Notice of Proposed 30 Meter Free Standing Internet Tower (enclosure)
 - 5.3. Development Officer Appointment (enclosure)
 - 5.4. Implementation Projects: Adaptation in Action Grant (enclosure)
- 6. BYLAWS/POLICIES/AGREEMENTS**
- 7. CLOSED SESSION**
 - 7.1. Lots 24 & 25, Block 7, Plan 5261BA – FOIP Act Section 24 Advice from officials and Section 27 Privileged information
 - 7.2. Development Agreement and Subdivision Agreement Approval - FOIP Act Section 24 Advice from officials and Section 27 Privileged information
- 8. ADJOURNMENT**



Extended Producer Responsibility Community Info Session

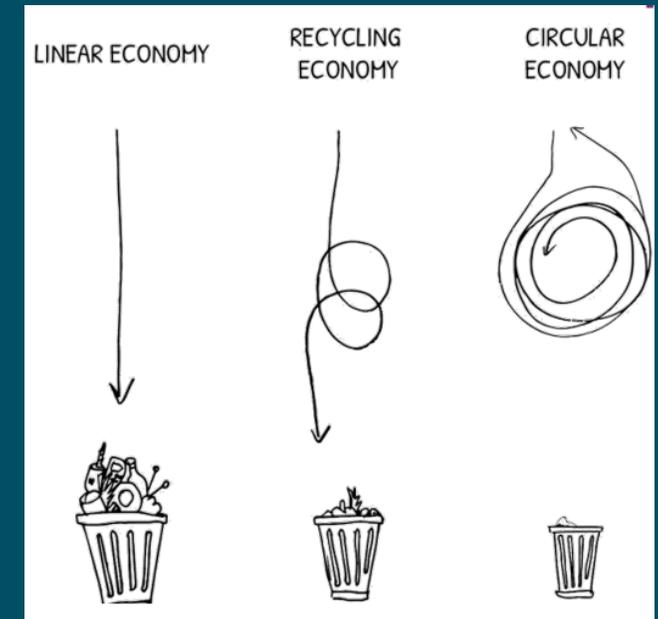
**Alberta
recycling**
MANAGEMENT AUTHORITY

Alberta's EPR Regulation

- On October 3, 2022, the Alberta Extended Producer Responsibility Regulation was approved for single-use products, packaging, and paper products.
- Regulation and associated bylaws outline program requirements, targets and timeline.

Benefits of Participation

- Transfers costs and liability from municipalities to the producers
 - For PPP, could save Alberta municipalities >\$100 million/year.
- Requires Producers provide a “common collection system:
 - List of items accepted will be consistent across the whole province
 - Producers benefit from economies of scale
- Provides incentive to producers to improve design
- Encourages Circular economy
- Producers are required to meet recycling targets



ARMA's Mandates - Stewardship & EPR

Stewardship Programs

Designated Material Recycling and Management Regulation

- Tire Designated Regulation (1992)
- Electronics Designation Regulation (2004)
- Paint and Paint Container Designation Regulation (2007)
- Lubricating Oil Material Designation Regulation (1997; to ARMA in 2018)

EPR Systems

Extended Producer Responsibility Regulation (2022)

- Single Use Products, Packaging and Paper Products (PPP)
- Hazardous and Special Products (HSP)

Systems come into effect April 2025

Designated Materials in EPR

Single-use Products, Packaging, and Printed Paper Products (PPP)

- Paper
- Flexible Plastic
- Rigid Plastic
- Metal
- Glass



Hazardous & Special Products (HSP)

- Batteries
- Corrosive Products
- Flammable Products
- Toxic Products
- Pesticides



Any existing materials in ARMA's Stewardship Programs are not part of EPR.
Packaging materials for Stewardship Program products would be subject to EPR as PPP.

EPR Implementation Timelines



- EPR Regulation in force

- Establish ARMA oversight
- Develop draft bylaws
- Registration system development

- ARMA bylaws
- Registration system testing and finalization

- Community and producer registration

- Producer verification

- Phase I PPP launch
- HSP launch

- Phase II PPP launch

PPP - single-use products, packaging and paper products

HSP - hazardous and special products

PRO - producer responsibility organization

ARMA - Alberta Recycling Management Authority

Standing Up EPR – Success To Date

In the year since ARMA was assigned EPR oversight responsibilities in April 2023, we've reached a pivotal halfway mark in actualizing the EPR framework within Alberta. We have concentrated our efforts on defining stakeholder roles, establishing clear expectations, and building a strong level of trust in the system's effectiveness.



Governance

Bylaws, Policies, and Procedures have been created with consultation from all stakeholders.



Interest

Overwhelming positive response from Communities in the support of an EPR system in the province.



Compliance

Confidence from Producers in how EPR is set up in the province.

KEY FACTS

100%

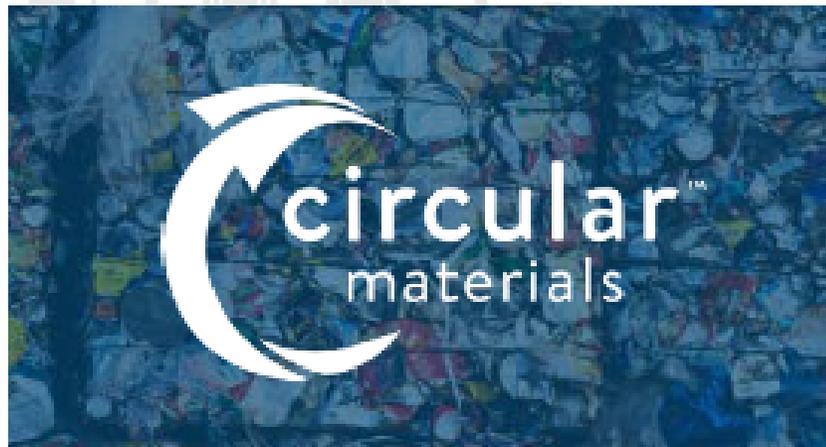
Bylaws & Policies
Completed

600+

Producers
Registered

~92%

Alberta Population
Participating in EPR



Call2Recycle Canada, Inc.

Changing habits. Inspiring action.™

**Alberta
recycling**
MANAGEMENT AUTHORITY

Recycling Service Standard & Timeline – PPP

Phase 1 – April 1, 2025

- Community registered by Dec. 31, 2023; **and**
- The Community provided recycling service as of Nov. 30, 2022
- Curbside or depot recycling depends on the Community's method of recycling service delivery as of Nov. 30, 2022



Phase 2 – October 1, 2026

- Community registered after Dec. 31, 2023; **or**
- The Community did not provide recycling service as of Nov. 30, 2022
- Recycling service method to match the Community's method of waste service delivery



[Resource: PPP Collection Service Standards](#)

Multi-Unit Dwellings & PPP

Collection for multi-unit dwellings **serviced by the community** begins **April 1, 2025**.



Collection for multi-unit dwellings **serviced privately (not by the community)** begins **October 1, 2026**.

Does your community service multi-unit dwellings?

- Communities will be contacted to confirm if the community provides recycling collection service to multi-unit dwellings.
- Details will support future compliance activities.





EPR for Single-use Products, Packaging, and Paper Products

Our Founders



Alberta Community Timeline

Phase 1: Launch April 1, 2025



Options for Community EPR Transition

Community
does not register
for EPR

Community maintains physical and financial responsibility for the end-of-life of collected materials. No funding is provided by producers for operations or promotion and education.

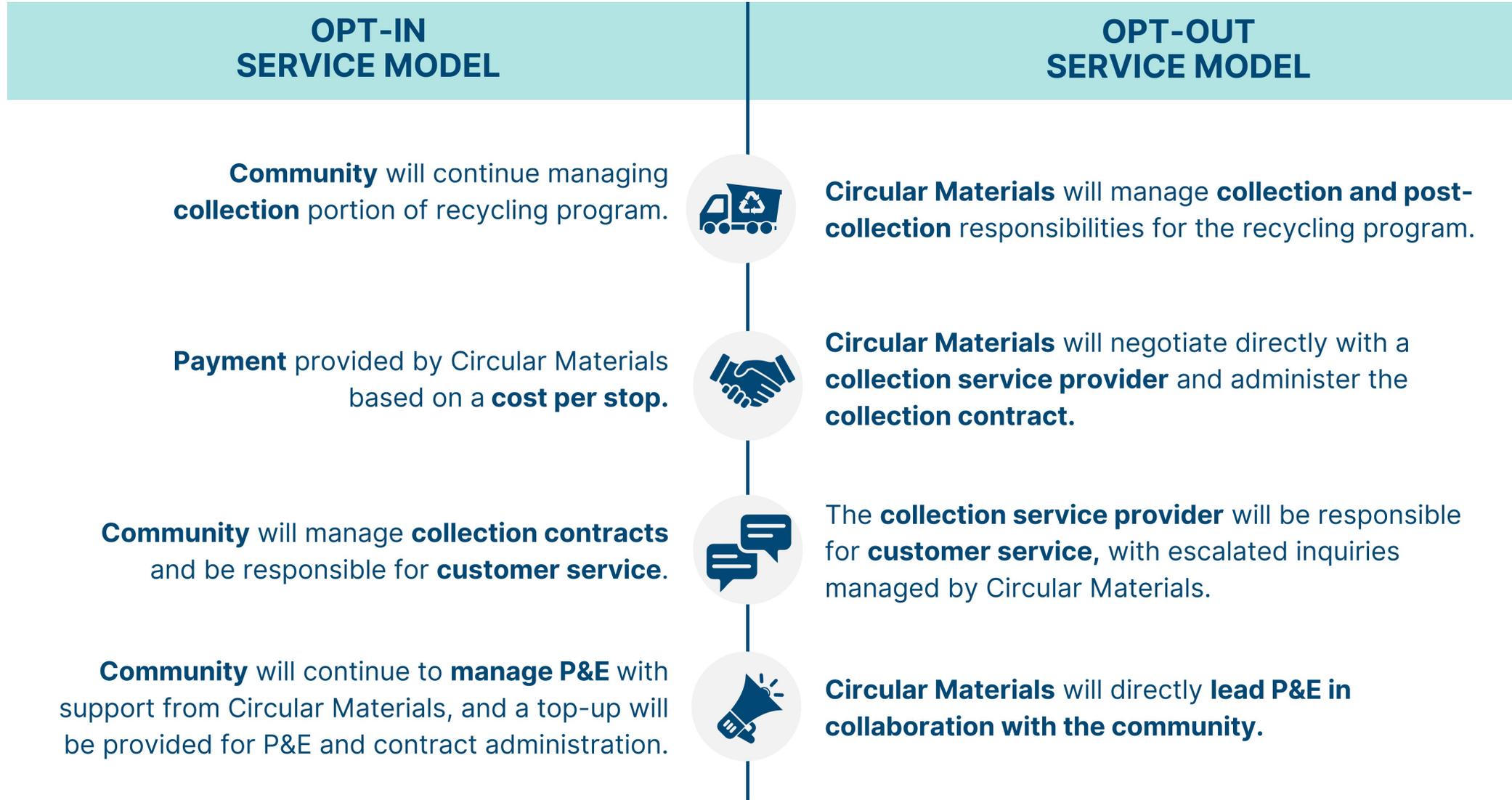
Community registers
for EPR

Opt-in: CM offers indirect contract to community to continue providing collection services through their current service provider.

or

Opt-out: CM directly manages collection services through the incumbent or an alternative service provider.

Summary of Transition Model Options



Recycling Service Standard & Timeline – HSP

April 1, 2025

Population less than 1,000

- Support existing collection depots operated by a community
- If no depot, at least 1 collection event per year as requested

Population equal to or greater than 1,000 but less than 10,000

- Support existing collection depots operated by a community
- If no depot, at least 1 collection event per year

Population equal to or greater than 10,000 but less than 125,000

- At least 1 permanent depot

Population equal to or greater than 125,000

- At least 1 permanent depot for every 125,000 people



 [Resource: HSP Collection Service Standards](#)

Alberta Hazardous & Special Waste Program (HSP)





HSP vs HHW

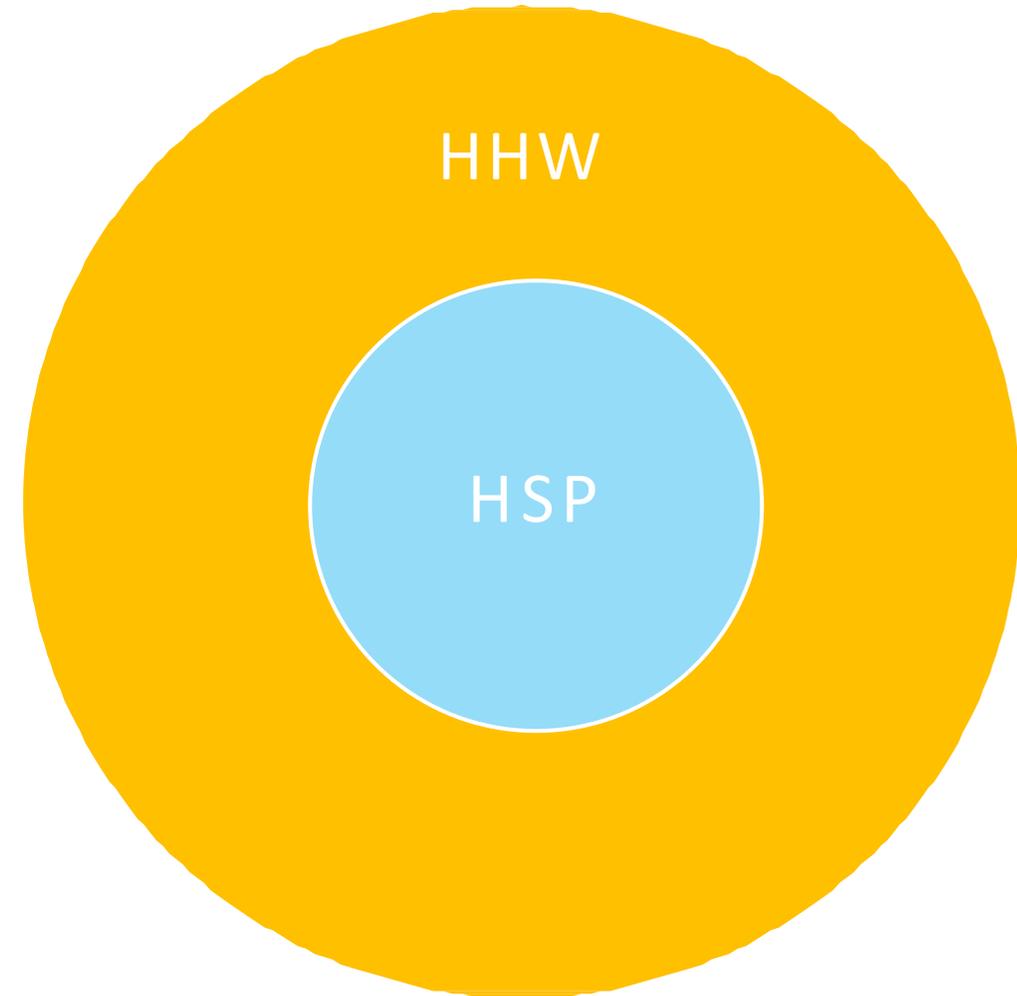
Not all EPR programs are the same:

- PPP EPR \neq HSP EPR

- HHW \neq HSP

HHW includes HSP and other HHW products

- HSP = Subset of HHW





Hazardous & Special Products (HSP)

Include consumer-sized solids, liquids, and gaseous products, as well as containers for the following categories:

- Flammable
- Corrosive
- Domestic Pesticides
- Toxics

Maximum container sizes:

- 10L/10kg or less for liquids or solids
- 680g or less for pressurized containers

Few exemptions for products such as those meant for disposal down the drain.

Excludes: products intended for Industrial, Commercial, and Institutional (IC&I) use.

Based on Consumer Chemical

Containers Regulation hazard symbols:





Product Care



Key decision for communities:

Collect all HHW

or

Collect HSP only

Community preference to date: continue to collect all household hazardous waste (HHW) and commingle collection.



Call2Recycle Canada, Inc.

Changing habits. Inspiring action.™

Call2Recycle Canada Battery PRO Overview

- **Accepted Program Materials:**
- Stand-Alone and Replacement Household Dry-Cell Batteries Weighing <5Kg

Rechargeable Batteries



(Ni-MH)
Nickel Metal
Hydride

(Ni-Zn)
Nickel Zinc



(Li-Ion)
Lithium Ion

(Ni-Cd)
Nickel Cadmium

Single-Use Batteries



Single Use
Alkaline



Single Use
Lithium Primary

- Single-Use Batteries also include:
- Silver oxide
 - Zinc-air
 - Zinc-carbon

eTransport Batteries

- At the end of their life, rechargeable lithium batteries used to power eTransport devices need to be collected and recycled in accordance with both good practice and provincial & federal regulatory requirements for safe handling, shipping, and processing.
- These batteries are larger, more powerful and involve more risk than typical consumer batteries. Call2Recycle ensures eTransport batteries are responsibly managed at their end of life.
- Call2Recycle accepts and recycles lithium batteries used to power:



e-Bicycles



e-Skateboards



e-Scooters



Hoverboards

• Alberta Plan – Overview

1. Collections Plan

- Private Commercial Partners
- Municipal Partners
- Retail Partners
- Business Development

2. Marketing & PR Plan

- Traditional (newsprint, radio, TV)
- Digital campaigns (adsense, social media, etc.)

3. Community Partnerships

- Special Events (Earth Rangers, live radio, home collection cubes, curbside collection, etc.)

4. Innovation

- Smart Containers
- Proactive Pick-up Service



THANK YOU

Questions???



**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Special Meeting of Council
Meeting Date:	July 18, 2024
Presented by:	Falon Fayant, Corporate Services Manager
Title:	EPR (Extended Producer Responsibility) Transition Model
Agenda Item No.	4.1

BACKGROUND/PROPOSAL

At the July 2, 2024, Regular Meeting, Council reviewed information regarding the transition to extended producer responsibility (EPR) for packaging and paper products. The Town is a registered community. The EPR legislation was enacted in 2022, and product producers have until April 1, 2025, to establish their systems.

The legislation governs two product streams: PPP (Single-use products, Packaging, and Paper Products) and HSP (Hazardous and Special Products). Roseridge Landfill is the Town’s designated HSP collection depot and works with the regulating body for that stream.

The Town needs to determine which direction to proceed with for the second stream, PPP. Circular Materials works with registered communities to transition their collection services using two models.

If a community **opts-in**, they continue to manage their current recycling collection contract through a service agreement with Circular Materials.

If a community **opts-out**, Circular Materials will contract directly with the incumbent or an alternative collection service provider.

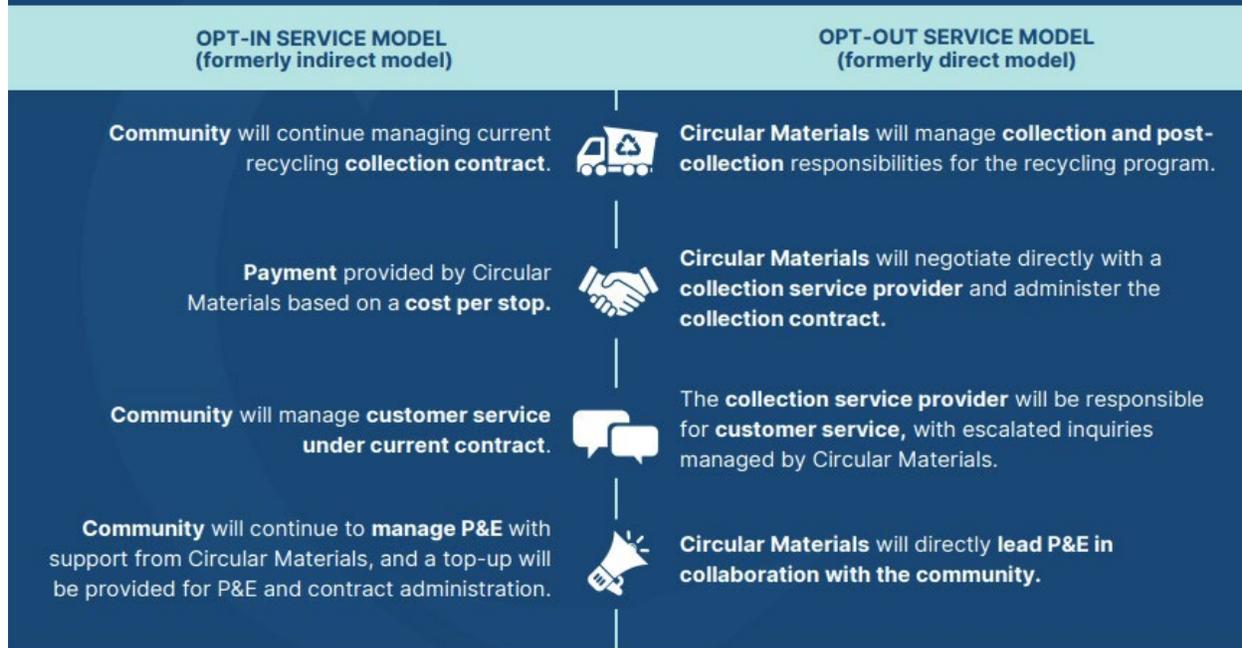
DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

If the Town chooses to **opt-in**, we maintain control of the recycling program and our service levels. We would maintain our agreements with GFL (or a future service provider) for our curbside recycling collection and sign a financial offer with Circular Materials to help offset the program's costs.

If the Town chooses to **opt-out**, Circular Materials will manage and operate the recycling program in the Town. This option would remove recycling from the Town’s scope of services and budget. Per the legislation, the Provincial contract must collect recycling bi-weekly, so current service levels for residents would not change.

Transition Operational Models

Registered communities can choose between two service models for the administration of their recycling programs once Alberta transitions to EPR.



The deadline to choose the Town's transition model is *August 1st*. If choosing to **opt-in**, the agreement must be signed by *October 31st*. The master services agreements and financial information will not be finalized until October 31st.

Considerations: The Benefits and Costs of **Opt-In**

- We maintain continuity of service for residents if we **opt-in**. Residents know who to contact for customer service as this would not change.
- We maintain control of the service and service levels if we **opt-in**.
- If we **opt-in**, additional record-keeping will be required. This would need to be discussed per our current agreement with GFL, as these records include vehicle information, metric tonnage delivered, scale receipts, total number of stops, fuel information, etc.
 - Administration will also be responsible for providing monthly work reports to receive monthly payment from Circular Materials.
- If we **opt-in**, there will be increases in insurance requirements and an increase in costs as a result.
- If we **opt-in** we may be required to prepare contingency plans for service.
- There is no guarantee that the community compensation model provided by Circular Materials will fully cover the Town's costs to continue operating the service if we **opt-in**.

If the Town chooses to **opt-in**, we will need to revisit our current contract agreement with GFL, as many of the requirements in the agreement with Circular Materials, such as record-keeping and insurance requirements, are different.

Additional administrative time will also be required due to the monthly record-keeping and reporting requirements and the contingency plans. Initial administrative time will be required to prepare the documentation for the compensation methodology framework.

This RFD includes two fact sheets from the Provincial government: **Alberta's Extended Producer Responsibility Regulation Information for Communities and Information for Albertans**.

The new legislation aims to shift the financial and operational burden of recycling systems away from municipalities and taxpayers and help encourage and diversify an improved recycling program.

Based on the research and analysis, administration recommends that the Town choose to **opt-out**. This model has the least risk, requires the least administrative time and resources, and ensures 100% cost-free recycling for residents.

The impact for residents is that they would contact Circular Materials with any customer service issues rather than the Town. Currently, residents contact the Town, and if we cannot advise, we direct the issue to GFL.

STRATEGIC ALIGNMENT

Values Statement of Stewardship

- Administration and Council embody the responsible planning and management of our resources.

COSTS/SOURCES OF FUNDING

2025 operating budget.

Residential recycling charges are \$2.60/unit per month. The additional China recycling fee is \$0.43/resident per month. This accounts for a yearly total cost of \$36.36 per resident.

GFL also includes a fuel surcharge to their invoice, a portion of which would be allocated to recycling, as this is a separate pick-up from waste or organics collection. These fuel charges were budgeted as cost recovery for residents and included in monthly utility billing charges.

If the town **opts-out**, we will no longer need to budget for recycling costs or charge these costs back to residents.

RECOMMENDED ACTION (by originator)

Choose one of the following:

THAT...Council directs administration to proceed with the **opt-out** service model for the Extended Producer Responsibility (EPR) Transition.

Or

THAT... Council directs administration to proceed with the **opt-in** service model for the Extended Producer Responsibility (EPR) Transition.



Extended Producer Responsibility

Information for Albertans

Overview

Extended producer responsibility (EPR) shifts the physical and financial burden of collecting, sorting, processing and recycling waste to product producers and away from local governments and taxpayers. Alberta's new EPR system will focus on single-use products, packaging and paper products, as well as hazardous and special products.

EPR means producers take responsibility at end-of-life for the products and packaging they put on the market. EPR programs incent producers to design products that are more durable and recyclable so materials and components can remain in the economy for as long as possible.

Timelines

The EPR Regulation comes into force on November 30, 2022. The Alberta Recycling Management Authority (ARMA) will be granted new oversight functions. Program details, including system establishment and delivery, will be finalized over the next two years. The next steps include developing bylaws, producers developing their collection and processing plans and contracts, and communities registering to participate in the EPR system.

EPR systems for single-use products, packaging, and paper products, and hazardous and special products systems are expected to launch in spring 2025. Albertans will not experience changes to waste and recycling processes from EPR until 2025.

What to Expect

EPR makes information clearer and more accessible for Albertans while saving municipalities money. It will have a noticeable effect on producers, who will arrange for the collection, transportation, and recycling or disposal of products and materials. Collection service (curbside or depot) is anticipated to remain similar to the local services Albertans are used to.

Benefit to Albertans

A single, province-wide EPR system collecting a consistent list of products will save municipal taxpayers money, make

recycling easier, clarify what can be recycled, make recycling more accessible to communities that don't currently have programs and encourage better product design by producers. Helping Albertans recycle more material is good for the environment.

An EPR framework will diversify Alberta's economy by encouraging companies to find innovative ways to recycle more materials and produce less packaging waste. According to Alberta's Natural Gas Vision and Strategy, increased plastics recycling could inject up to \$1.4 billion into Alberta's economy and support up to 13,300 jobs.

Role of Albertans

EPR will help Albertans properly sort and divert recyclables by providing better access to and service for recycling while reducing confusion about what can be recycled. EPR also requires producers to educate consumers on recycling and promote recycling systems.

Single-use Products, Packaging and Paper Products

EPR will include residential products only. Materials from the industrial, commercial and institutional sector are excluded. Examples of single-use products include straws, utensils, plates, bowls, cups, and party supplies. Packaging includes items like food containers, foil, and wraps. Examples of paper products are flyers, brochures, booklets, catalogues, newspapers, and magazines.

Hazardous and Special Products

Hazardous and special products include batteries, corrosive products, corrosive product containers, flammable products, flammable product containers, pesticides, pesticide containers, toxic products, and toxic product containers, limited to consumer sizes typically found in retail stores.

More information

Contact AEP.RecyclingRegulation@gov.ab.ca for more information.



Alberta's Extended Producer Responsibility Regulation

Information for communities

Introduction

Alberta's Extended Producer Responsibility (EPR) Regulation came into force on November 30, 2022. It requires obligated producers to have systems in place for single-use products, packaging and paper products (PPP) and hazardous and special products (HSP) for province-wide, producer-operated EPR systems by April 1, 2025.

EPR is new in Alberta and will result in changes to how communities deliver their current recycling systems. The purpose of this fact sheet is to help communities make informed decisions regarding EPR during the transition phase.

Overview

Current recycling systems for packaging and paper products (blue bag materials) are primarily taxpayer funded and feature localized approaches. Communities have accomplished significant waste diversion; however, there is a patchwork of systems across Alberta, which can create confusion.

Provincial and municipal taxpayers jointly fund the collection and end-of-life management of household hazardous wastes. EPR shifts the financial and operational responsibility of collecting, sorting, processing and recycling these materials to the product producers and away from local governments and taxpayers.

Under EPR, producers take responsibility at end-of-life for the products and packaging they put on the market. A single, province-wide system is clearer and draws economies of scale for material management. Alberta's new EPR systems will initially focus on residential single-use products, PPP and HSP.

The EPR Regulation ensures every type of community in Alberta is included in future EPR systems: city, town, village, summer village, municipal district, specialized municipality, improvement district, Métis Settlements or First Nations.

While some communities may currently collaborate under a regional waste commission, all communities are eligible to receive service. Producers will be responsible for the costs and implementation of all aspects of the system including education, collection, processing and sale of material to end markets. Once a community registers, producers will be entirely responsible for funding and operating the EPR systems for that community.

Community benefits of EPR

A producer-run EPR system will bring opportunities for communities such as reduced administrative burden, diversion of waste from landfills and cost savings that can be invested in other relevant programs including establishing other recycling programs and/or supporting initiatives to build more sustainable and resilient communities.

EPR is a fundamental shift in the way materials are collected for recycling in Alberta. By participating in EPR, communities transition their operational responsibilities for recycling to producers. Communities would no longer be responsible for figuring out where to recycle their PPP or HSP materials or getting them to market to recover their costs.

Producers, and/or the Producer Responsibility Organizations (PROs) acting on their behalf, may look to establish contracts with those communities already collecting recyclables from residents. This may include leveraging current municipal assets such as collection containers, collection trucks, depots and material recycling or sorting facilities.

Timeline

The EPR Regulation names the Alberta Recycling Management Authority (ARMA) as the organization to oversee Alberta's first two EPR systems. The Government of Alberta and the ARMA are working collaboratively to ensure a successful oversight system.

In addition to the EPR Regulation, bylaws will govern the overall EPR framework (anticipated to be complete in fall 2023). Once bylaws are in place, the ARMA will begin registering communities and producers (fall 2023).

- Community registration ensures producers/PROs can finalize their collection and processing plans.
- The EPR Regulation requires producers to submit a PPP common collection system verification plan to the ARMA by April 1, 2024.
 - This plan will need to demonstrate that producers are on track to have recycling service in place for the launch of implementation on April 1, 2025.
 - Producers may reach out to communities for additional information to help inform their plan.

Transition for PPP

The EPR transition for PPP will have two separate phases:

- Phase I will start April 1, 2025, and includes communities that had existing recycling service (depot or curbside) in place as of November 30, 2022. Producers will provide EPR system services to registered communities at no charge.
- Phase II will start October 1, 2026 (18 months after Phase I) and will expand EPR to include communities not covered under Phase I. In Phase II, EPR system services will mirror the communities' waste collection service (i.e., depots or curbside).

If a community does not have a curbside recycling program, but does provide curbside waste collection, then the community can register and will be eligible for curbside recycling as part of Phase II, regardless of whether producers are providing depot collection as part of Phase I. This will allow a community to improve upon the existing service standard (i.e., moving from depot to curbside).

Transition for HSP

The EPR transition for HSP will not be phased in. HSP service will start April 1, 2025. HSP EPR system service must be provided to registered communities by producers at no charge. The type of collection is outlined in the EPR Regulation and may include depots or roundups.

The role of communities in the EPR system

Alberta's EPR framework requires producers be responsible for the collection, sorting and recycling of designated PPP and HSP materials. Communities will need to make decisions about how they want to be involved in certain aspects of the EPR system. Communities may have up to three distinct roles within EPR systems:

1. Communities choose whether they want to register with the ARMA to receive services from the EPR system.
2. Communities choose whether to explore contractual relationships with the producers to become a service provider within the EPR system.
3. Communities may be required to register as producers in the EPR system.

Community registration

Communities must register with the ARMA if they wish to join the EPR system and receive service. The EPR system is funded and operated by producers (often through PROs) who manage all aspects of the EPR system. Community registration will provide details to the ARMA on existing service, types of residences, etc. This information is critical for producers/PROs to inform system design considerations and plans. Registration identifies the communities where producers are responsible for funding and operating recycling services.

Registration does not determine who will provide recycling services. The producers select the service providers they will use to meet their regulatory obligations. For more information on communities as service providers, see the next section.

If a community does not register by the date specified by the ARMA, and later decides they want EPR system services, they may experience a delay in receiving EPR system services. If communities do not register, they will not receive services from the EPR system and communities will continue to fund and operate any recycling services. Producers will not be required to cover any operational costs related to these municipal recycling programs as they are outside the scope of EPR.

Communities as service providers

Communities interested in providing recycling services can express interest to producers/PROs and explore continuing that function within the EPR system. Should producers/PROs and an individual community form a business arrangement, the community may continue to provide collection service. Producers/PROs are not obligated to use communities as service providers.

Some considerations regarding communities as service providers include:

- Under the EPR Regulation, once a community registers, producers are obligated to provide collection service.
- Communities bring valuable operational experience to support producers/PROs in meeting their regulatory requirements.
- Producers/PROs will need to secure assets and services necessary to implement their systems.
- Communities may consider their existing infrastructure (e.g., eco stations) and contemplate if they want to negotiate with and offer collection service to producers. Private arrangements may be made between a community and producers/PROs, for a community to provide capital infrastructure or service to the EPR system.
- Producers/PROs may wish to use existing depots and eco-stations to collect designated PPP and HSP materials.
- If producers decide not to collect designated materials at existing sites, the municipality can still choose to operate collection sites for recyclable materials not within the EPR framework.
- Communities bring operational experience that can be of value to producers/PROs to meet their regulatory requirements.
- Producers/PROs will need to secure assets necessary to support their systems.
- There are several community assets such as collection containers, collection trucks, depots and material recycling or sorting facilities that may be essential to support a smooth and timely transition to EPR.

Communities as EPR system producers

Under the EPR Regulation, communities that supply designated material into Alberta may be obligated producers.

Paper products supplied by communities to residents are the most likely product that communities may have producer obligations for within the EPR system. Section 14 of the EPR Regulation identifies obligated PPP producers.

For details on the producer obligations communities may have, please consult the EPR fact sheets on Alberta.ca. Communities will need to ensure they understand their obligations and whether they are eligible for exemption of any obligations due to gross revenue and material volume thresholds under the EPR system and set out in the ARMA's bylaws.

Preparing for registration

The ARMA is currently working on an implementation plan. This includes a system and procedures for registering communities and producers/PROs. Bylaws will guide these systems. Communities may, in the interim, start thinking about the information and data it may need to provide to producers/PROs to plan for EPR implementation delivery of services. Below are some of the types of, but not all, information that may be requested by producers/PROs:

- total households and population serviced
- total reported and/or calculated marketed tonnes

If communities do not have all data requested by producers/ PROs, they will still be able to register. Some communities may provide estimates or assumptions to help producers/ PROs with what to expect from their residents, based on current practices.

More information

The Government of Alberta is open to engage with communities in implementing the EPR regulatory framework in Alberta. For more information, contact AEP.RecyclingRegulation@gov.ab.ca.

How will EPR work for communities that already have waste and recycling programs?

For communities that already have recycling programs, producers will become responsible for the collection system of designated materials. This responsibility will be transferred to producers/PROs through a negotiation process that is facilitated with support from ARMA.

Communities will have the choice of opting in to become a service provider under EPR or opting out and transferring all service operations to the PRO.

Our community currently has a recycling program in place. Is there a financial benefit of EPR?

EPR is designed to motivate producers to enhance the efficiency of their material collection to meet recycling targets and innovate in product design to minimize waste. Once in place in a community, EPR shifts the cost of collecting and processing recyclables from communities to producers. This enables communities to reduce their recycling management expenses, allowing those funds to be allocated to other important budget items.

Our community currently handles collection complaints (such as missed pick-up, etc.) through our 311 service. What is the process for handling complaints once EPR is in place?

PROs and/or Producers will provide a telephone number and an email address where a person may submit requests for new collection containers or concerns relating to product collection.

We are a community that has curbside recycling pick-up for single-family dwellings, but we do not provide curbside or bin collection to multi-family dwellings (apartment building, condos, etc.). The multi-family dwellings in our community are serviced by private contractors under contracts with multi-family dwelling owners/managers. Will the multi-family dwellings in our community be able to receive recycling services under EPR if the community registers?

Yes, if a community registers for EPR, the multi-family dwellings within the community can receive recycling services under EPR. This will depend on the cooperation of the independent multi-family dwelling owners and managers. The PRO will work closely with the community to educate and promote participation in EPR to these multi-family dwellings. Multi-family dwellings in registered communities will be eligible to receive recycling services starting in Phase Two of EPR, beginning on October 1, 2026.

For communities that do not have curbside collection services and need to drop off their products at a depot, as the need for additional depots grows, will more depots have to be built to fit this need and who will be responsible for building these depots?

As a need for additional depots become necessary, producers and PROs would be responsible for the cost of building and developing new service depots to meet the needs of communities and producers.

The regulation indicates that single-family dwelling collection is every two weeks. What if a community currently has weekly service and would like to maintain that frequency?

The regulation sets a minimum service level of collection every two (2) weeks for single-family dwellings. Municipalities will negotiate their contract with the PRO to establish the specific service level they require.

Some municipalities use a one-page information sheet for residential communications. Can this be included in the promotion and education obligations, and can it be provided at no cost to the municipal residents?

ARMA does not communicate directly with consumers; this is the responsibility of producers and/or PROs. ARMA recommends that communities and community authorities collaborate with producers/PROs to ensure an adequate level of educational materials. Promotion and education may include various methods, such as handouts for residents. Producers and PROs might consider providing a quick printed reference guide for residents to use as needed.

What happens to my existing contracts with service providers?

This will vary based on several factors, including the terms of the current contract, any changes the community wishes to make, the service provider's willingness to accommodate modifications, and the community's arrangement with the PRO. A discussion involving all three parties (the community, contracted service providers, and PROs) will be necessary to address these considerations.

Can we maintain status quo in the beginning of the transition to meet current service standards? Can the policy include proper signage, missed collection and frequency of bin pickup and types of bins at depots?

The bylaws establish minimum requirements, while the common collection standards provide additional details regarding specific performance expectations. These may include aspects such as signage, handling missed collections, and the frequency of bin pickups to ensure that sites are properly maintained.

Will PROs use our existing depots?

PROs will use existing depots and augment them with additional collection points, where necessary.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Special Meeting of Council
Meeting Date:	July 18, 2024
Presented by:	Terry Doerkson, Infrastructure Manager
Title:	Sand and Salt Storage Facility
Agenda Item No.	5.1

BACKGROUND/PROPOSAL

In a typical winter, the Town roads are sanded with a salt/sand mixture to help residents drive safely on the streets. In years past, the Town had an open stockpile of sand in the Public Works yard for this purpose. The problem was the winter snow would cover the pile, resulting in frozen, wet, clumped product mixed with snow, which would not spread from the sand trucks. Large tarps were used to cover the piles, but keeping them secured down in strong winds and trying to move them when they were covered in a couple of feet of snow proved inefficient. For the past few years, the Town has had an agreement with a local contractor to purchase sand from a nearby covered stockpile on an “as needed” basis. We recently learned that this company has been bought out, and the future of our sand supply could be compromised.

To secure a long-term solution to our salted sand needs, it is necessary to construct some kind of storage facility. In 2022, a quote for a permanent covered sand/salt storage building was received for well over \$100,000.00. A more financially responsible answer was required. After determining the basic needs for the storage building, the idea of a covered sea can structure was realized. Roof truss kits for such structures are commercially sold. With the purchase of three used sea cans, a roof truss kit, and some material to solidify the base (gravel, asphalt, etc.), one of these structures could be erected by Public Works staff during the 2024 summer season and be ready for use in the upcoming winter. Having such a structure in the Public Works yard would save time and fuel and reduce the hassle of driving out of town in icy conditions to access a sand supply.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The sea cans used would be 40’ long, and the three would be moved into a “U” shape. The roof trusses would span from one of the parallel cans to the other, forming a 20’ wide interior area that is 40’ long. There is presently enough area in the Public Works yard to accommodate a structure of that size. The roof covering is a sheet of heavy PVC fabric.

Aside from having salt/sand storage under the roof trusses between the sea cans, the structure also has the benefit of dry, secure storage inside each of the three sea cans. The cans are 8'x8.5'x40'. Everything from tools to supplies to pipes, hydrant parts, event displays, and equipment implements can be stored safely, dry and locked up. The Town's ride-on mowers and smaller motorized equipment could be driven into the cans for "out of the elements" protection. This would free up valuable space in the main shops.

Current costs are approximately \$3500.00 for the roof kit. This includes any shipping fees. The sea cans would cost approximately \$3100.00 each (delivery costs included as well). A welder would be contracted to do the required welding for the structure setup. Some type of hard surfacing material would have to be laid down onto which the salt/sand material stockpile would sit (e.g. pavement, concrete, etc.). Total project costs to get the initial structure erected and useable for salt/sand storage for the 2024/25 winter season could be \$20,000-\$25,000.

Over time, additional funds would be required to "customize" the structure to meet our specific needs, but the general operating budget could absorb those costs. Let it be noted that there is the expectation that the roof covering (PVC fabric) on the structure would need to be replaced every so often (estimate every 5 yrs.) The goal this year is to get the initial structure in place. Revisions in the LUB passed at the July 2nd regular meeting will now allow sea can structures in the Public Works yard.

Administration will inquire if our present salt/sand agreement can remain "as is" for the 2024/25 winter season with the new owner. Even if our current salt/sand supplier continues with our present agreement, it is still beneficial to build such a storage unit to protect assets under a cover and have it available for salt/sand storage should the need arise down the road.

STRATEGIC ALIGNMENT

Value Statement: Professionalism

- Administration and Council manage the affairs of Bon Accord in a competent, reliable manner to maintain a safe and prosperous community to work and live.

Value Statement: Stewardship

- Administration and Council embody the responsible planning and management of our resources.

COSTS/SOURCES OF FUNDING

Canada Community Building Fund in an amount up to \$25,000.00.

RECOMMENDED ACTION (by originator)

Choose one of the following actions:

THAT Council directs administration to proceed with the construction of the sea can structure, for the cost of up to \$25,000.00 to be funded from the Canada Community Building Fund.

or

THAT Council directs administration to...

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Special Council Meeting
Meeting Date:	July 18 th , 2024
Presented by:	Jodi Brown, Town Manager
Title:	Notice of Proposed 30 Meter Free Standing Internet Tower
Agenda Item No.	5.2

BACKGROUND/PROPOSAL

The Town received the enclosed Notice of Proposed 30-meter free standing internet Tower from MCS Net which includes an invitation to provide comments as to the proposed tower.

Internet towers do not fall within municipal jurisdiction. Hence, the Town has been invited to provide comments for the required federal approval process and has therefore not received a municipal development permit application.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council may wish to direct administration to provide comments to MCS Net on this proposed tower prior to July 22nd, 2024.

Points for consideration:

The proposed location is near to residential homes. The letter mentions that adjacent property owners will be notified, and the enclosed notice has been advertised. The Town has not received any concerns from residents.

If the tower is approved, there will be another internet service available for Town residents and businesses which supports the Town’s efforts to achieve steady economic growth in and to achieve service excellence by providing additional internet services in Town.

STRATEGIC ALIGNMENT

Value Statement: Service Excellence

- Administration and Council strive for the highest standard of service delivery and governance.

Priority #1: Economy

- The Town of Bon Accord is committed to achieving steady growth through residential, commercial and industrial development.

COSTS/SOURCES OF FUNDING

N/A

RECOMMENDED ACTION (by originator)

Choose one of the following:

THAT Council direct administration to provide the following comments to MCS Net regarding the proposed tower (list comments)

OR

THAT Council accepts this report as information with no further direction to administration.



June 19, 2024

To the Property Owner:

**Re: NOTICE OF PROPOSED 30 METER FREE STANDING INTERNET TOWER: 4719 50
Street being part of SW-18-56-23-W4**

Please find the attached site information in connection with a proposal to install a high-speed internet tower at the above-mentioned location. This letter serves as an invitation to submit comments or questions regarding this proposed upgrade installation.

Background Information

The intention of the proposed installation is to improve internet service for a radius of approximately 8km within this area of Bon Accord, Alberta.

Co-Location

As per the search completed on June 7, 2024, using ISED's Spectrum Management System (http://sms-sqs.ic.gc.ca/eic/site/sms-sqs-prod.nsf/eng/h_00010.html) using Spectrum Licence Station Browser, there are currently seven towers within 8kms of the proposed tower

Xplornet Communications Inc. 1.48kms

Rogers Communications Canada Inc. 1.87kms

Xplornet Communications Inc. 2.26kms

Telus Communications Inc. 3.14kms

Telus Communications Inc. 5.15kms

Telus Communications Inc. 6.27kms

The Railway Association of Canada 7.59kms

If MCSnet were to co-locate on one of these seven towers, current customers of the tower would no longer be able to receive Internet services from MCSnet

MCSnet will allow for future co-location possibilities on the proposed tower as per the mandatory co-location process set by Innovation, Science and Economic Development Canada.

Proposed Antenna System

MCSnet's installation is proposed to be built on **Lot One (1), Blk Two (2), Plan 5261BA being Pt. of SW-18-56-23-W4, in Bon Accord, Alberta.** N 53° 50' 0.2760" W 113° 24' 38.60".

The proposed installation is a free-standing 30 meter in height Tylon AWSS internet tower. The tower will be installed with a climbing shield. All equipment necessary to operate this facility will reside within an equipment shack located at the base of the tower.

Radio equipment on the tower consists of two clusters of Cambium Networks PMP450 Access Points with sector antennas and cnWave distribution nodes located on the top and part ways up the tower for distribution to clients and a Cambium Networks PTP850C to bring connectivity to the tower



Photo: Aerial photo of proposed tower site with site access from 50th street.



Photo: Example of similar structure with a climb shield



Photo: Example of a similar structure and antenna system

Environmental Status



As per requirements under the Canadian Environmental Assessment Act, 2012; there are no ongoing environmental projects in the surrounding area as per the search completed under the Canadian Environmental Assessment Registry.

Federal Requirements

In addition to the requirements for consultation with municipal authorities and the public, MCSnet must also fulfill other important obligations including the following:

Engineering Practices

MCSnet attests that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and the Canadian Standard Association and respect good engineering practices including structural adequacy.

Transport Canada's Aeronautical Obstruction Marking Requirements

MCSnet attests that the radio antenna system described in this notification package will be installed and operated on an ongoing basis so as to comply with Transport Canada and NAV Canada aeronautical safety requirements. MCSnet anticipates that the proposed installation will not require markings or lighting and will submit the necessary applications to the appropriate parties to obtain the required approvals. Should Transport Canada or NAV Canada require the tower to be marked or lit, we will notify adjacent landowners accordingly.

Health Canada's Safety Code 6 Compliance

MCSnet attests that the radio antenna system described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined operation of additional carrier co-locations and nearby installations within the local radio environment.
(http://www.hc-sc.gc.ca/ewh-semt/consult/_2014/safety_code_6-code_securite_6/final_finale-eng.php)

Municipal and Public Consultation

MCSnet will adhere to Industry Canada's federal guideline CPC 2-0-03. A development permit has been submitted and MCSnet will advertise accordingly in The Free Press on **June 19, 2024**, for two consecutive weeks. This notice is being provided to the property owners located within a minimum of 91 meters (3x times the tower height) of the proposed tower location.

Industry Canada's Spectrum Management

Please be advised that the licensing of this site and its design is under the exclusive jurisdiction of the Government of Canada through CRTC and Industry Canada. Information relating to Industry Canada's antenna systems is available at <http://www.ic.gc.ca/towers> or you may contact the local Industry Canada office.

Contact Information



MCSnet is committed to providing effective public consultation. You are invited to provide your written comments to MCnet by the close of business **July 22, 2024**, at the following address:

**Projects Department
MCSnet**

Box 98
St. Paul, AB T0A 3A0
Phone: (780) 645-4417 ext 797
Email: toweradmin@mcsnet.ca

For questions on requirements from the local land use authority, please contact the following:

Town of Bon Accord

Po Box 779, 5025 50th Ave
Bon Accord, AB T0A 0K0
Phone: 780-921-3550
Email: info@bonaccord.ca

Questions or concerns may also be directed to ISED at the following address:

Spectrum Management – Central and Northern Alberta District Office

Room 725, Canada Place Building
9700 Jasper Avenue NW
Edmonton, Alberta T5J 4C3
Phone: 1-800-461-2646
Fax: 780-495-6501
Email: ic.spectrumedmonton-edmontonspectre.ic@canada.ca



Le 19 juin 2024

Au propriétaire de la propriété :

**Re: AVIS DE PROJET DE NOUVELLE TOUR INTERNET AUTONOME DE 30 MÈTRES :
4719 50ème Ru partie du SW-18-56-23-W4, dans la Town of Bon Accord, Alberta**

Veillez trouver ci-joint des informations sur le site en rapport avec une proposition d'installation d'une tour Internet à haut débit à l'emplacement susmentionné. Cette lettre sert d'invitation à soumettre des commentaires ou des questions concernant cette proposition d'installation.

Informations générales

L'intention de l'installation proposée est d'améliorer le service Internet dans un rayon d'environ 8 km de cette zone de la Town of Bon Accord, en Alberta.

Co-implantation

Selon la recherche effectuée le 7 juin 2024, à l'aide du Système de gestion du spectre de l'ISED (http://sms-sgs.ic.gc.ca/eic/site/sms-sgs-prod.nsf/eng/h_00010.html) en utilisant le navigateur de licences de spectre, il existe actuellement sept tours dans un rayon de 8 km de la tour proposée :

Xplornet Communications Inc. à 1,48kms
Rogers Communications Canada Inc. à 1,87kms
Xplornet Communications Inc. à 2,26 kms
Telus Communications Inc. à 3,14 kms
Telus Communications Inc. à 5,15 kms
Telus Communications Inc. à 6,27 kms
The Railway Association of Canada à 7,59kms

Si MCSnet devait co-implanter sur l'une de ces sept tours, les clients actuels de la tour ne pourraient plus recevoir les services Internet de MCSnet.

MCSnet permettra des possibilités de co-implantation futures sur la tour proposée conformément au processus obligatoire de co-implantation établi par Innovation, Sciences et Développement économique Canada.

Système d'antennes proposé

L'installation de MCSnet est proposée sur le Lot One (1), Blk Two (2), Plan 5261BA, partie du SW-18-56-23-W4, dans la ville de Bon Accord, Alberta. N 53° 50' 0.2760" W 113° 24' 38.60

L'installation proposée est une tour Internet autonome Tylon AWSS de 30 mètres de hauteur. La tour sera équipée d'un bouclier d'escalade. Tout l'équipement nécessaire à l'exploitation de cette installation sera situé dans une cabane d'équipement située à la base de la tour.

L'équipement radio sur la tour comprend deux grappes de points d'accès Cambium Networks PMP450 avec des antennes sectorielles et des nœuds de distribution cnWave situés au sommet et à mi-hauteur de la tour pour la distribution aux clients, ainsi qu'un Cambium Networks PTP850C pour assurer la connectivité à la tour.



Photo aérienne du site de la tour proposée avec un accès depuis la 50ème rue



Photo : Exemple de structure similaire avec un bouclier d'escalade.



Photo : Exemple de structure similaire avec un système d'antennes.

État environnemental

Conformément aux exigences de la Loi canadienne sur l'évaluation environnementale de 2012, il n'y a pas de projets environnementaux en cours dans les environs, comme le montre la recherche effectuée dans le Registre canadien d'évaluation environnementale.

Exigences fédérales

En plus des exigences de consultation auprès des autorités municipales et du public, MCSnet doit également remplir d'autres obligations importantes, notamment les suivantes :

Pratiques d'ingénierie

MCSnet atteste que le système d'antennes radio tel que proposé pour ce site sera construit en conformité avec le Code national du bâtiment et les normes de l'Association canadienne de normalisation, et respectera les bonnes pratiques d'ingénierie, y compris l'adéquation structurelle.



Exigences de marquage des obstacles aéronautiques de Transports Canada

MCSnet atteste que le système d'antennes radio décrit dans ce dossier de notification sera installé et exploité de manière à respecter les exigences en matière de sécurité aéronautique de Transports Canada et de NAV Canada. MCSnet prévoit que l'installation proposée ne nécessitera pas de marquages ni d'éclairages, et soumettra les demandes nécessaires aux parties concernées pour obtenir les approbations requises. Si Transports Canada ou NAV Canada exigent que la tour soit marquée ou éclairée, nous en informerons les propriétaires fonciers adjacents en conséquence.

Conformité au Code de sécurité 6 de Santé Canada

MCSnet atteste que le système d'antennes radio décrit dans ce dossier de notification sera installé et exploité de manière à respecter le Code de sécurité 6 de Santé Canada, tel qu'il peut être modifié de temps à autre, pour la protection du grand public, y compris toute opération combinée de co-implantation de transporteurs supplémentaires et d'installations voisines dans l'environnement radio local. (http://www.hc-sc.gc.ca/ewh-semt/consult/_2014/safety_code_6-code_securite_6/final_finale-eng.php)

Consultation municipale et publique

MCSnet se conformera à la directive fédérale CPC 2-0-03 d'Industrie Canada. Une demande de permis de développement a été soumise, et MCSnet fera la publicité appropriée dans **Le Free Press** les 19 juin 2024, pendant deux semaines consécutives. Cette notification est fournie aux propriétaires fonciers situés à au moins 91 mètres (3 fois la hauteur de la tour) de l'emplacement de la tour proposée.

Gestion du spectre d'Industrie Canada

Veillez noter que l'octroi de licences pour ce site et sa conception relèvent de la compétence exclusive du gouvernement du Canada par l'entremise du CRTC et d'Industrie Canada. Des informations concernant les systèmes d'antennes d'Industrie Canada sont disponibles sur <http://www.ic.gc.ca/towers> ou vous pouvez contacter le bureau local d'Industrie Canada.

Coordonnées

MCSnet engage à fournir une consultation publique efficace. Vous êtes invités à soumettre vos commentaires écrits à MCSnet avant la fin des heures d'ouverture le **22 juillet 2024**, à l'adresse suivante :



Projects Department

MCSnet

Case postale 98

St. Paul, AB T0A 3A0

Téléphone : (780) 645-4417, poste 797

Courriel : toweradmin@mcsnet.ca

Pour des questions concernant les exigences de l'autorité locale en matière d'utilisation des terres, veuillez contacter les coordonnées suivantes :

Town of Bon Accord

Case postale 779, 5025 50th Ave

Bon Accord, AB

T0A 0K0

Téléphone : 780-921-3550

Email: info@bonaccord.ca

Les questions ou préoccupations peuvent également être adressées à l'ISED à l'adresse suivante :

Bureau de district du centre et du nord de l'Alberta

Place du Canada

9700, avenue Jasper Nord-Ouest, bureau 725

Edmonton, AB, T5J 4C3

Téléphone : 1-800-461-2646 ou 780-495-2472

Télécopieur : 780-495-6501

Courriel : ic.spectrumedmonton-edmontonspectre.ic@canada.ca

(Seulement sur rendez-vous)

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Special Meeting of Council
Meeting Date:	July 18, 2024
Presented by:	Jodi Brown, Town Manager
Title:	Development Officer Appointment
Agenda Item No.	5.3

BACKGROUND/PROPOSAL

Section 623 of the Municipal Government Act (MGA) states:

623 A council must, by bylaw, provide for

(b) ...a development authority to exercise development powers and perform duties on behalf of the municipality.

The Town’s Land Use Bylaw #2016-03 (Part 2 Agencies—subsection 1-3) establishes the Development Authority for the Town and further states that the Development Authority shall be the Development Officer. This section also stipulates that the Development Officer shall be appointed by Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Town of Bon Accord has recently contracted Paul Hanlan as our Development Officer and Planning Consultant, making him the designate for the appointment of the Development Officer.

STRATEGIC ALIGNMENT (Councils Strategic Plan 2022-2026)

Value Statement: Collaboration

- The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

COSTS/SOURCES OF FUNDING

Annual Operating Budget

RECOMMENDED ACTION (by originator)

THAT Council appoints Paul Hanlan as the Development Officer for the Town of Bon Accord.

**TOWN OF BON ACCORD
REQUEST FOR DECISION**

Meeting:	Special Council Meeting
Meeting Date:	July 18 th , 2024
Presented by:	Jodi Brown, Town Manager
Title:	Implementation Projects: Adaptation in Action Grant
Agenda Item No.	5.4

BACKGROUND/PROPOSAL

Town of Bon Accord (the Town) recently received a feasibility study from MAGNA Engineering Services Inc. (MAGNA) that presented three potential options to address the stormwater concerns in the southeast portion of town by retrofitting an existing stormwater wetland facility called “Natural Area 2”.

While Council hasn’t formally adopted an Option, they are interested in exploring next steps which would allow for flood mitigation, wetland integration, and water reuse opportunities. That said, MAGNA is proposing that Council proceed with Phase 1 (referred to as Stage 1 in the work plan) from the Feasibility Study, since it preserves the flexibility in the next steps of design and implementation and allows the Town to make incremental improvements to their flood mitigation and climate resiliency planning.

The detailed design and regulatory applications are the natural continuation of the conceptual and planning work completed by MAGNA to date. This work includes:

- **Phase 1:** Feasibility Study – Recommendations for stormwater solutions.
- **Phase 2:** Concept Development – High level design concept for the stormwater management facility.
- **Grant Application:** Alberta Drought and Flood Protection Program.

The phases covered within this Work Plan reflect the remaining work required to complete construction of Stage 1 of the Stormpark. We understand the detailed design and regulatory work will be completed based off the Stormpark Concept presented in the *Nature-Based Stormwater Feasibility Study Report* (MAGNA, 2024) which includes a Nautilus Pond® and Main Pond body (both Option 1 and Option 2), and optional treatment wetlands (Option 2 only), however this Work Plan would merely be for the first stage of the larger ultimate facility which includes the implementation of the Nautilus Pond® at the inlet to NA2 to improve water quality and capture greater portions of suspended sediments currently entering NA2.

Phases included in the enclosed Work Plan include:

- **Phase 3:** Preliminary Design Report
- **Phase 4A:** *Environmental Protection and Enhancement Act (EPEA)* Application
- **Phase 4B:** *Water Act (WA)* Application
- **Phase 5:** Detailed Design
- **Phase 6:** Construction Management

The best Federation of Canadian Municipalities Green Municipal Fund (FCM GMF) grant opportunity for the Bon Accord NA2 Stormpark is the **Implementation Projects: Adaptation in Action** funding stream. MAGNA is prepared to complete the grant application as per the Town's instructions.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The deadline to apply to this grant program is August 14th, 2024.

If the Town's application to the grant program is successful, the grant funding will cover the fees for Magna Engineering to complete the Town's grant application. If the grant is not successful, the Town will be responsible for \$5,000 to cover this cost.

Secondly, a High-Level Qualitative Climate Risk Assessment is required for the Town's application to this grant program, the Town will be required to pay the \$10,000 fee which is not covered by the grant.

As per the enclosed Work Plan, if the Town is successful in receiving 90% of the project costs* \$1,000,000** from the grant program, the Town will be responsible for \$100,000 matching funds.

**Note: MAGNA believes the Town is a good candidate to receive 90% of the project costs, but that will ultimately be determined by FCM as part of the application process. If not eligible for the extra funding, the base funding is 60%.*

***Note: One of the requirements of the FCM Implementation Grant is that the project does not total more than \$1,000,000, therefore, MAGNA is proposing that the Construction portion of the project be submitted to FCM, and other funding sources fund the remainder of the project.*

STRATEGIC ALIGNMENT

Priority #3 Infrastructure

- The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

COSTS/SOURCES OF FUNDING

\$5,000 engineering/grant fees if the grant application is not successful (to be funded by the stormwater reserve or unrestricted surplus as approved by Council).

\$10,000 for the High-Level Climate Adaptation Memo to be funded by stormwater reserve or unrestricted surplus.

If the Town qualifies for 90% grant funding toward a total project cost of \$1,000,000, the Town will be responsible for \$100,000 in matching funds to be funded by unrestricted reserves as approved by Council.

Note, if the Town's recent provincial grant application to the Drought and Flood Protection program is successful, the Town has committed \$300,000 in matching fund contribution from unrestricted reserves. If the Town's grant application to this program is successful, it may be stacked with the FCM grant to complete more of the project work. MAGNA has confirmed that from FCM's perspective, this is possible, however, FCM has cautioned that funds should not be allocated for the same expenses.

RECOMMENDED ACTION (by originator)

1. THAT Council direct the Town Manager to implement the Work Plan for application to the Federation of Canadian Municipalities Implementation Projects: Adaptation in Action grant program for the Storm Park project with approval for \$100,000 in required matching funds to be funded by unrestricted reserves and an additional \$10,000 for the Climate Adaptation Memo to be funded by the stormwater reserve.

OR

2. THAT Council accepts this report as information with no further action required by administration.



**TOWN OF BON ACCORD
NA2 STORMPARK:
DETAILED DESIGN
WORK PLAN FOR ENGINEERING
AND CONSTRUCTION
ADMINISTRATION SERVICES**

PREPARED ON:
7/16/2024

VERSION:
1

PREPARED FOR:
Town of Bon Accord

PREPARED BY:

MAGNA Engineering Services Inc.
275 – 1011 9 Avenue SE
Calgary, AB T2G OH7
403-770-9050

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1.0 PROJECT UNDERSTANDING

Town of Bon Accord (the Town) recently received a feasibility study from MAGNA Engineering Services Inc. (MAGNA) that proposed solutions to stormwater concerns in the southeast portion of town by retrofitting an existing stormwater wetland facility called “Natural Area 2”. While Council hasn’t formally adopted an Option, they are interested in exploring next steps which would allow for flood mitigation, wetland integration, and water reuse opportunities.

That said, MAGNA is proposing that Council proceed with Phase 1 (referred to as Stage 1 in this work plan) from the Feasibility Study, since it preserves the flexibility in the next steps of design and implementation and allows the community to make incremental improvements to their flood mitigation and climate resiliency planning (see **Appendix B** for Phase 1 Figure from the Feasibility Study).

The detailed design and regulatory applications are the natural continuation of the conceptual and planning work completed by MAGNA to date. This work includes:

- **Phase 1:** Feasibility Study – Recommendations for stormwater solutions.
- **Phase 2:** Concept Development – High level design concept for the stormwater management facility.
- **Grant Application:** Alberta Drought and Flood Protection Program.

The phases covered within this Work Plan reflect the remaining work required to complete construction of Stage 1 of the Stormpark. We understand the detailed design and regulatory work will be completed based off the Stormpark Concept presented in the *Nature-Based Stormwater Feasibility Study Report* (MAGNA, 2024) which includes a Nautilus Pond® and Main Pond body (both Option 1 and Option 2), and optional treatment wetlands (Option 2 only), however this Work Plan would merely be for the first stage of the larger ultimate facility which includes the implementation of the Nautilus Pond® at the inlet to NA2 to improve water quality and capture greater portion of suspended sediments currently entering NA2.

Phases included in this Work Plan include:

- **Phase 3:** Preliminary Design Report
- **Phase 4A:** *Environmental Protection and Enhancement Act* (EPEA) Application
- **Phase 4B:** *Water Act* (WA) Application
- **Phase 5:** Detailed Design
- **Phase 6:** Construction Management



Figure 1: Project Phasing Diagram

1.1 FEDERATION OF CANADIAN MUNICIPALITIES GRANT (FCM)

After consultation with Jodi Brown, the Town’s Manager/CAO, it has been determined that the best Federation of Canadian Municipalities Green Municipal Fund (FCM GMF) grant opportunity for the Bon Accord NA2 Stormpark is the **Implementation Projects: Adaptation in Action** funding stream. MAGNA is prepared to complete the grant application as per the Town’s instructions.

1.1.1 IMPLEMENTATION PROJECTS: ADAPTATION IN ACTION FUNDING STREAM

This grant stream is designed to help communities effectively adjust and respond to the impacts of climate change. To qualify for funding, proposed activities must assist eligible applicants in implementing measures that reduce the effects

of climate-related events and hazards. **The deadline for this application will be August 14, 2024.** Project guidelines for this grant include:

- A new or subsequent phase of a climate adaptation project (retroactive funding is not available) **not totalling more than \$1,000,000.**
- Capable of completion within three (3) years from the date of grant approval.
- Eligible for required approvals, authorizations and permits (where applicable).
- Developed and constructed to ensure that hazard sensitivity is not increased, is not transferred to any parties or to the environment (e.g., transfer of flood risk downstream, destruction of habitat, introduction of pollutants to the environment), and is not maladapted (increasing sensitivity to other hazards).

Each project receives a stackable incentive that is additional to the grant covering 60% of eligible costs. Projects may qualify for grant funding of up to 100% of eligible project costs if they qualify for all four of the following incentives:

1. +10% - for applicants that are Indigenous communities, local governments applying in partnership with an Indigenous community, or for projects that include two or more municipal governments.
2. +10% - for applicants that are rural and/or remote communities, and municipalities with populations below 10,000. We expect that Bon Accord will qualify for this.
3. +10% - for projects that meaningfully address anti-racism, equity, and/or Reconciliation. We expect that using MAGNA as your design engineer would make this project eligible as a Woman-Led Engineering Firm.
4. +10% - for projects that emphasize nature-positive adaptation. We expect that the MAGNA Stormpark™ would qualify for this as well.

MAGNA believes the Town of Bon Accord NA2 Stormpark to be a good candidate to receive up to **90%** of the project costs.

Table 1.1: Implementation Projects: Adaptation in Action Required Documentation

TO BE PROVIDED BY MUNICIPALITY	TO BE COMPLETED BY MAGNA	PREVIOUSLY COMPLETED
<ul style="list-style-type: none"> ✓ Community-scale Climate Risk Assessment or Adaptation Plan (see Appendix A for more details) ✓ Documentation detailing flood-resilient design if your project is located within the 100-year floodplain map OR a signed letter of attestation that your project is located outside the 100-year floodplain map or located behind a permanent structure 	<ul style="list-style-type: none"> ✓ Project workbook, including budget and Work Plan. 	<ul style="list-style-type: none"> ✓ Feasibility study or other types of assessment performed to validate project.

FCM GCF is expected to have a grant decision within six (6) months regarding these grant applications.

STACKABLE FUNDING OPTIONS

FCM has confirmed that Implementation Grant Funding can be combined with other Provincial or Federal funding, but they cautioned that the funds should not be allocated for the same expenses. Considering that the maximum FCM Implementation Grant project total is \$1,000,000, MAGNA proposes that the grant be used specifically for the construction portion of the project (refer to **Section 4.4** for the Total Estimated Project Fees) and the remaining project fees be funded through alternate funding options (i.e. DFPP, Foundation funding, etc.).

Note, if the Town does receive additional funding from other sources, they will need to confirm that those sources also allow for stacking of grant funds.

SCOPE OF WORK

1.2 FCM GRANT APPLICATION

MAGNA will complete the FCM GMF Implementation grant funding application, on behalf of the Town, based on the information outlined in this Work Plan.

Deliverable: PDF copy of the Grant Application (for your records).

1.3 PHASE 3 PRELIMINARY DESIGN REPORT

This engineering document forms the basis for subsequent provincial applications, and demonstrates that the stormwater management facility (SWMF) adheres to the governing Master Drainage Planning work previously completed by the Town, including:

- *Town of Bon Accord Municipal Development Plan* (Town of Bon Accord, 2024)
- *Town of Bon Accord Stormwater Master Plan* (Associated Engineering, 2019)
- *Wetland Storage Study* (AE, 2021)
- *City of Edmonton Stormwater Management and Design Manual* (City of Edmonton, 2022)

At this stage, the discharge regime for the NA2 Stormpark would be finalized as facility sizing is dependent on the gravity outlet and downstream conditions.

Preparation of the preliminary design report will include the following design milestones:

- Finalized concept design.
- Stormwater Modelling updates building on the work done in the feasibility study using PCSWMM for 1:100, 1:500 and continuous events.
- Hydraulic analysis and flood containment.
- Assessment of emergency escape and gravity discharge to Sturgeon River.

Upon completion the preliminary design report will be submitted to the Town.

Deliverables: Finalized Concept Design; Preliminary Design Report

1.4 PHASE 4A: EPEA APPLICATION

Application to the Alberta Environment and Protected Areas (AEPA) for approval to construct and operate a SWMF.

MAGNA will conduct the preparation for the application that will be submitted by the Town. MAGNA will support the Supplementary Information Requests (SIRs) made by the province, and approvals process.

Deliverable: EPEA Application

1.5 PHASE 4B: WATER ACT APPLICATION

Preparation of the *Water Act* Application will be managed by MAGNA including the preliminary Biophysical Impact Assessment (BIA) reporting, submission of the WAIF/WAIR, SIRs made by the province, and approvals process.

Deliverable: Water Act Application

1.6 PHASE 5: DETAILED DESIGN

ENGINEERING CONSTRUCTION DRAWINGS (ECD)

The Engineering Construction Drawing (ECD) package will be a combination of the ultimate facility design and a more detailed package related to the first stage of the facility for immediate construction. The ECD package will be a combined effort between MAGNA and a Landscape Architect to prepare a cohesive all-inclusive set of drawings that summarize the NA2 Stormpark construction. This will include design of storm conveyance infrastructure, spillways, grading, maintenance access, surface treatments, erosion/sediment control, as well as planting plans. Note that the ECD drawing package will not include adjacent subdivision roads or utility extensions, as land use changes east of NA2 are future planning.

The project team will be working to obtain full approvals after the submission of the final ECD drawing package. The ECD drawing package will reflect any considerations related to the phased construction planning outlined in the Construction Phasing Report.

Preparation of ECD package to City of Edmonton design standards for underground and surface approvals is based on the following design milestones:

Deliverables: Preliminary (60%) Engineering Construction Drawings (V1), Final (100%) Engineering Construction Drawings (V2)

WETLAND MANAGEMENT PLAN

A Wetland Management Plan (WMP) will focus on the existing NA2 and the interaction with the Nautilus Pond®, function, and maintenance. The WMP is similar to an Operation and Maintenance manual and will be prepared as such.

Deliverables: Preliminary (60%) Wetland Management Plan (V1), Final (100%) Wetland Management Plan (V2)

CONSTRUCTION PHASING REPORT

The Construction Phasing Report is intended to clarify and support the specific construction related activities that allow for future construction stages: the first stage being this project which will consist of the construction of the Nautilus Pond® and the subsequent second phase being construction of the main pond body at a later date. For cost efficiency, construction phasing may require rough-in piping, stubbed planks etc., to accommodate ease of access for subsequent phases. These considerations will be documented in the Construction Phasing Report and noted on the engineering construction drawings where applicable.

The Construction Phasing Report will be prepared and submitted to the Town to support the specific activities required for phased construction of the NA2 Stormpark.

Deliverable: Construction Phasing Report

COST ESTIMATING AND SCHEDULE OF QUANTITIES

To support the construction costing expectations cost estimates will be completed reflecting the design intent summarized in each version of the design deliverables. Each estimate is intended to become more refined as the detailed design progresses. The cost estimates will consider all capital expenditures for the materials in the Schedule of Quantities (SOQ) and estimates for construction activities. These deliverables will facilitate fiscal management and planning for project execution.

Deliverables: Preliminary (60%) Cost Estimate & SOQ (V1), Final (90%) Cost Estimate & SOQ (V2)

1.7 PHASE 6: CONSTRUCTION ADMINISTRATION

The construction management phase will include the following tasks to support construction work and facilitate as-built approvals for the Town of Bon Accord NA2 Lands, as it pertains to **the construction of the Nautilus Pond® only**. This phase does not include on-site day-to-day contractor supervision and management.

PROJECT MANAGEMENT

Project management for the construction administration stage includes:

- Attending client and contractor kick-off meetings
- Project coordination
- Project correspondence
- Budget and schedule tracking
- Project invoicing
- Overall team task management.

Deliverables: Client & Construction Kick-Off Meetings, Monthly Budget Reports

TENDER SUPPORT AND IFC DRAWINGS

Tender Support and IFC Drawings for the Town of Bon Accord NA2 Stormpark Nautilus Pond® will include the following:

- Tender preparation
- On-site pre-tender meeting
- Responses to prospective bidders' questions
- Issuing addenda (if required)
- Bid evaluation
- Bid recommendation
- Updated Issued for Tender Drawings

Deliverables: Tender, On-site Pre-tender meeting, Bid Recommendation, Updated Issued for Tender drawings.

PROJECT COORDINATION & SPECIALIZED CONSTRUCTION INSPECTIONS

This stage encompasses Stormwater specific construction inspection and contract coordination to support construction. Included within this stage is:

- On-site construction inspection (pertaining to the construction of the Nautilus Pond®)
- Coordination with the Construction Team
- Receiving and validating contractor progress claims
- Change order management
- Arranging and coordinating quality assurance activities

Deliverables: Progress Reports, Subcontractor Invoicing Review, Construction Completion Certificate Support

PROJECT CLOSE-OUT & AS-BUILTS

The project team will prepare as-built drawings based on contractor provided red-line drawings to support the *Construction Completion Certificate* (CCC) process of the Nautilus Pond®.

Deliverable: As-built Drawings

OPERATION AND MAINTENANCE MANUAL

The project team will prepare an Operation and Maintenance (O&M) manual for the Town in support of the CCC and Final Acceptance Certificate (FAC) processes for the ultimate handover of the Nautilus Pond® technology.

Deliverable: O&M Manual

1.8 GENERAL ASSUMPTIONS

- MAGNA will prepare a maximum of 20 drawings for the NA2 Stormpark Engineering Construction Drawing (ECD) Package, which includes a maximum of 17 civil drawings, 2 landscape drawings prepared by MAGNA, and 1 Erosion and Sediment Control (ESC) Drawing. Should more drawings be required, additional scope and fees may be required. It is assumed that no structural engineering work will be required; if required from a landscape architecture perspective, it can be incorporated with shared scope cost.
- Discharge regime will be finalized at preliminary design report phase to minimize future rework, additional design, and change orders. As it is understood that pumping and lift stations are not desirable from the Town any associated design and reporting have been eliminated from the scope.
- Stormwater design costs assume that a gravity discharge regime is available
- MAGNA's engineering costs do not include works by subcontractors, including works by professional biologists, and geotechnical engineers for investigations required in preparation of detailed design deliverables. These costs are listed separately from MAGNA's design and Construction Management costs.
- All environmental compliance documentation (*EPEA, Water Act, DLO, etc.*) will be completed, approved, and valid within the proposed construction window.
- Low Impact Development (LID) practices are not considered as part of the stormwater management analysis.
- Major and minor system analysis of substantial existing development area to validate upstream or downstream hydraulic risks is considered outside of the scope of work and shall be discussed with the client and pursued on an hourly basis, if required.
- LEED calculations or coordination regarding stormwater quality or quantity are considered outside of the scope of work and shall be discussed with the client and pursued on an hourly basis, if required.
- Stormwater use for irrigation is not part of this scope of work for facility design; therefore, tertiary treatment, irrigation system modelling and design, and irrigation pumping is not included. Stormwater use for irrigation can be pursued at the time of detailed design or in future phases under a separate scope of work, for additional cost.
- Costs for a 5-year Monitoring and Maintenance term for the Town, or wetland health monitoring (if applicable under the *Water Act* Approval) have not been included in this scope.
- Changes in stormwater management design required by the Client or necessitated by factors outside MAGNA's control, which are not due to errors or omissions by MAGNA, shall be discussed with the Client and pursued on an hourly basis, if necessary.

2.0 SCHEDULE

MAGNA is available to begin detailed design as early as August 2024 – at this time key construction milestones have not been set and are anticipated to be determined prior to detailed design kickoff. This Work Plan has assumed that design and drafting activities may take place concurrently to optimize workflow. Generally, all deliverables have been assumed to be submitted at milestones as an entire package (versus staggered submissions). **Table 3.1** summarizes the major milestone periods within this Work Plan.

Table 2.1: Bon Accord SWMF 15 Milestone Summary

MILESTONE	APPROX. DURATION
Phase 4: Preliminary Design Report	
Project Kickoff	Summer 2024
Preliminary Design Report (including modelling and reporting) and discharge verification	4 months
Biophysical Impact Assessment and Reporting	2.5 months
Phase 4A & 4B: EPEA Application & Water Act Application	
EPEA and Water Act (concurrent preparation and submission)	3 months
Phase 5: Detailed Design	
Preliminary Drawing Package V1	4 months
Wetland Management Report V1	2 months
Construction Phasing Report V1	2 months
Erosion & Sediment Control V1	2 months
Cost Estimate & SOQ V1	2 months
V1 Town Review	2 months
Preliminary Drawing Package V2	3.5 months
Wetland Management Report V2	1 month
Erosion & Sediment Control V2	1 month
Cost Estimate & SOQ V2	2 months
Construction Phasing Report V2	1 month
V2 Town Review	2 months
Phase 6: Construction Administration	
Issued for Tender Drawing Set	To be determined upon completion of Phase 5
Tender	
Tender Award	
Issued for Construction Drawing Set	

3.0 FEE ESTIMATE

The proposed fee estimates are based on the above project understanding, scope of work, and the information available at the time of writing this Work Plan. It is understood as part of this project that timelines and priorities can be updated throughout a project process. Our team endeavors to work closely with the project team throughout this process to ensure all project outcomes are in alignment with the objectives of this project. This may require updates to the scope presented.

3.1 GRANT APPLICATION FEES

MAGNA will complete the Grant Application and High-Level Qualitative Climate Risk Assessment for a total fee of **\$15,000** plus GST (5%) and disbursements (8%) as per the Town’s instructions. The Grant Application fees can be paid by the Implementation Projects: Adaptation in Action grant, if awarded. Should the grant not be awarded to the Town, the Town will assume responsibility for the Grant Application fees.

Table 3.1: MAGNA Grant Fee Summary

PHASE	FEES
Grant Application	\$5,000
High-Level Qualitative Climate Risk Assessment ^{1,2} , if required	\$10,000 ³

- MAGNA can help support this document by providing a high-level Climate Adaptation Memo to the Town for the purposes of this grant. Should the Town require a more detailed Community-Scale Climate Risk Assessment or Adaptation Plan, FCM will be releasing grant funding for this in-depth study in September 2024. MAGNA is prepared to support the Town through this process and can also be available to support the Town in applying for the next round of Funding, if required.
- The preparation of the High-Level Qualitative Climate Risk Assessment is **not** eligible for FCM grant funding as it relates to this project (see note 1 above for more details).
- Should the Town require a High-Level Qualitative Climate Risk Assessment, MAGNA can prepare it at an hourly rate, to an upset limit of \$10,000.

3.2 DESIGN & CONSTRUCTION ADMINISTRATION FEES

MAGNA will complete the Phase 3-6 (inclusive) scope for a total fee of **\$369,000** plus GST (5%) and disbursements (10%). Invoicing will be submitted monthly and due 30 days after receipt. Interest will accrue at 5% per month beyond the due date. The above fee is shown separated by deliverable in the following tables.

Table 3.2: MAGNA Fee Summary

PHASE	FEES
Project Management	\$17,000
Phase 3: Preliminary Design Report	\$44,000
Phase 4A: EPEA Application	\$23,000
Phase 4B: Water Act Application	\$25,000
Phase 5: Detailed Design	\$180,000
Phase 6: Construction Administration	\$80,000
Subtotal Detailed Design and Construction Administration	\$369,000
Disbursements (8% of MAGNA Engineering Fees, 10% of Construction Administration Fees)	\$33,120
TOTAL (Excluding GST)	\$400,120

These fees are in addition to the estimated construction and wetland replacement costs that were provided to the Town in **Table 8.1** and **Table 6.2** respectively, in the Feasibility Study previously prepared by MAGNA. See **Section 4.4** for the total estimated project costs.

3.3 ESTIMATED SUBCONSULTANT COSTS

We have provided the following fee estimates based on our team’s experience with Stormparks. Upon Work Plan approval, MAGNA will reach out to subconsultants to provide an up-to-date cost estimate.

Table 3.3: Subconsultant Cost Estimates

SUBCONSULTANT COST ESTIMATES		FEES
Biophysical Impact Assessment		\$55,000
Water Act Application (WAIF/WAIR) & Approvals		\$25,000
Geotechnical		\$30,000
TOTAL SUBCONSULTANT FEES		\$110,000

3.4 TOTAL ESTIMATED FEES

Table 3.4: Total Estimated Project Fees

PHASE	FEES
Grant Application (including High-Level Qualitative Climate Risk Assessment) Fees	\$15,000
Design & Construction Administration Fees	\$369,000
Estimated Construction Fees ¹	\$1,019,000
Estimated Subconsultant Costs	\$110,000
Estimated Wetland Disturbance Fees ²	\$320,000 ³
Subtotal Detailed Design and Construction Administration	\$1,403,000
Disbursements (8% of MAGNA Engineering Fees, 10% of Construction Administration Fees)	\$145,020 ⁴
TOTAL (Excluding GST)	\$1,548,020

1. Feasibility Study Page 28.

2. Feasibility Study Page 24.

3. Very conservative estimate – this number could range from approximately \$40,000 to \$320,000 depending on the value category of the wetland.

4. Excluding Estimated Wetland Disturbance Fees.

3.5 HOURLY RATES

If requested, activities outside of the pre-defined scope of work may be pursued on an hourly basis. Below is a summary of the hourly rates for our project team.

Table 3.5: MAGNA 2024 Hourly Rates

EXPERIENCE	HOURLY RATE (CAD/HR)					
	Professionals		Technicians		Administrators	
Level 1	P1	\$125	T1	\$115	A1	\$70
Level 2	P2	\$143	T2	\$128	A2	\$80
Level 3	P3	\$175	T3	\$145	A3	\$85
Level 4	P4	\$205	T4	\$170	A4	\$95
Level 5+	P5	\$235	T5	\$195	A5	\$100

1. Disbursements on all fees at 8% for design-related tasks and 10% on construction-related tasks.

2. Mileage billed at \$0.61/km.

3. All unit rates are reviewed and updated annually. Tasks approved after December 31, 2024, may be subject to MAGNA’s 2025-unit rate schedule.

4.0 CONCLUSION

If you have any questions or concerns regarding the above work plan, or should you wish to review the Work Plan with us, please do not hesitate to contact the undersigned.

Sincerely,

Anton Skorobogatov, PhD

Director of Innovation Services
MAGNA Engineering Services Inc.
askorobogatov@magnaengineering.ca
587-896-4074

Brad Cripps, P.Eng., PMP

Project Manager
MAGNA Engineering Services Inc.
bcripps@magnaengineering.ca
368-999-6987

DRAFT

5.0 AUTHORIZATION TO PROCEED

Please provide your authorization to proceed with the work outlined in this document by completing the signature line below and returning to askorobogotov@magnaengineering.ca and bcripps@magnaengineering.ca.

The following section has been split to allow for authorization of grant funding applications prior to full sign-off of the feasibility scope of work to ensure that the deliverable costs are calibrated to the funding available.

5.1 TASK 1: GRANT FUNDING APPLICATION SIGN-OFF

Date: _____

Representative
(Print Name): _____

Signature: _____

5.2 TASK 2: FEASIBILITY STUDY SIGN-OFF

Date: _____

Representative
(Print Name): _____

Signature: _____

APPENDIX A

CLIMATE RISK ASSESSMENT AND CLIMATE ADAPTATION PLAN FCM GMF IMPLEMENTATION GRANT REQUIREMENTS

CLIMATE RISK ASSESSMENT

From FCM:

"Climate risk assessments must meet four minimum qualifications:

- a. The assessment must encompass an analysis of multiple climate hazards relevant to the community, including but not limited to extreme weather events (such as wind and storms), floods, sea level rise, heatwaves, drought and changes in precipitation patterns. This approach ensures that potential climate-related risks are adequately identified and considered in the planning process, and that significant risks are not inadvertently overlooked.*
- b. It should be forward-looking, anticipating how the community's climate risk profile may evolve over time based on climate model projections and anticipated changes in weather patterns. By taking into account future climate scenarios and trends, the assessment can provide valuable insights into the long-term resilience needs of the community, helping to inform strategic adaptation planning and decision-making.*
- c. It should yield a prioritized profile of climate risks facing the community, employing a rigorous methodology such as consequence and likelihood scoring to evaluate the potential impacts of climate-related events. By assessing criteria such as the severity (consequence) and the probability (likelihood) of various climate hazards occurring, a community can identify high-priority risks that require immediate attention and intervention.*
- d. It must be conducted at the scale of the community and ideally cover multiple systems, recognizing that assessing individual assets or services in isolation may not provide a comprehensive understanding of climate risks. By taking a holistic, multi-system approach, the assessment can capture the interconnected nature of climate impacts and vulnerabilities across different sectors and infrastructure systems within the community, facilitating integrated and effective adaptation planning and implementation."*

CLIMATE ADAPTATION PLAN

From FCM:

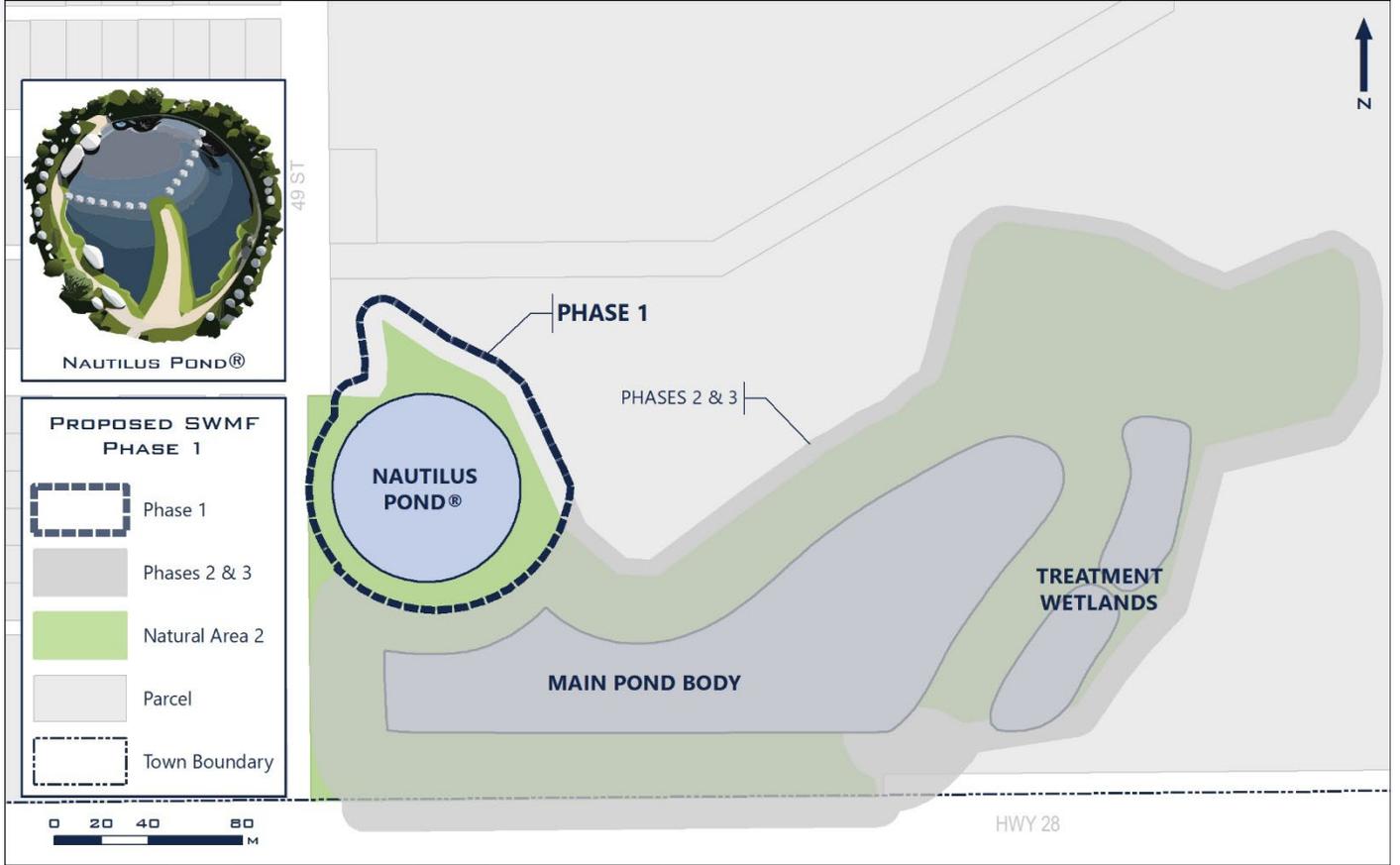
"Climate adaptation plans based on an assessment of multiple climate hazards will also be accepted. A climate adaptation plan addresses the vulnerabilities and challenges posed by current and future climate hazards. It presents strategies and actions to minimize the potential impacts and enhance resilience to climate-related challenges. This includes implementing measures to protect infrastructure, the natural environment, and the wellbeing of vulnerable populations, as well as fostering adaptive capacity.

- An acceptable climate adaptation plan must analyze multiple climate hazards; any plan that focuses on a single hazard such as flooding or wildfire is insufficient, as it may inadvertently overlook higher-priority or interconnected risks."*



APPENDIX B

PROPOSED SWMF PHASE 1



Proposed SWMF Phase 1 (from the Bon Accord Stormwater Feasibility Study)

