



CLIMATE ACTION COMMITTEE MEETING

HELD ON TUESDAY, MAY 28, 2024, AT 7:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC V0N 2E0
AND VIA ZOOM VIDEO CONFERENCE

TO JOIN THE MEETING, CLICK HERE: <https://us02web.zoom.us/j/2780145720>
TO JOIN VIA PHONE, DIAL 778-907-2071 AND ENTER MEETING ID: 278 014 5720

AGENDA

1. **Call to Order**
2. **Approval of the Agenda**
3. **Public Questions & Comments**
4. **Approval of Minutes**
 - A. Climate Action Committee Meeting Minutes – April 22, 2024 (*page 3*)
5. **Business Arising from the Minutes**
 - A. Update on Hall reno project. NTA
 - B. Update of water metering recommendations. JR
 - C. Hall Fireplace Update GW
 - Quote to be reviewed in closed session if required.
 - D. Mini Recycling Depot Update. NTA.
 - WCS quote to be reviewed in closed session if required.
 - Rules of use (anyone or just residents?).
 - All materials, or a restricted list?
 - Footprint, design, layout, roofing/shelter (for staff)
 - Foot/vehicle accessibility, traffic patterns.
 - Signage, marketing
 - Bins, tables, pedestals
 - Staffing; recruitment, training, garb.
 - Isolation from rest of Yard and D-D operations.
 - Liaison with external agency(ies)

Agenda – Climate Action Committee Meeting – May 28, 2024

Village of Lions Bay

Page 2 of 2

6. Unfinished Business

- A. BC Buildings Step Code Requirement.
- B. Other Past CAC Initiatives stalled or yet to be resolved.
 - i. Climate Action Plan
 - ii. Natural Asset Inventory
 - iii. Climate Action Tool Kit
 - iv. OCP Amendment and Associated Targets
 - v. Solar Panel on Municipal Buildings
 - vi. EV Charger Initiative and Status
 - vii. Food Truck Power
 - viii. Beach Event Power
 - ix. Baseline Village Data
 - x. Village Actions to Date
 - xi. Finance/Funding
 - xii. Source Water Protection Plan

7. New Business

A. Preparation for LGCAP Report 2024

This form can be accessed online for team collaboration at:
The [Local Government Climate Action Program](#) (LGCAP) 2024

- B. **GHG Reduction Pathways** (*page 8*)
- C. **Application to join committee** (*page 20*)

Committee Recommendation:

THAT the Climate Action Committee recommend to Council the inclusion of Andrew Wray as a new member.

- D. Retrofit Assist -[Retrofit Assist | Home energy upgrades made easy](#)

8. Recommendation to Council

9. Correspondence

10. Public Questions & Comments

11. Adjournment



CLIMATE ACTION COMMITTEE MEETING

HELD ON THURSDAY, APRIL 22, 2024, AT 7:00PM
COUNCIL CHAMBERS, 400 CENTRE ROAD, LIONS BAY BC V0N 2E0

MINUTES

In Attendance: Councillor Neville Abbott
Committee Member John Robb
Committee Member Greg Weary
Committee Member Norm Barmeier

Absent with regret: Councillor Marcus Reuter
Committee Member Clara George

Staff: N/A

1. Call to Order

Chair Abbott called the meeting to order at 7:12 pm.

2. Approval of the Agenda

Moved/Seconded

THAT the agenda of April 22, 2024, Climate Action Committee be adopted as presented:

CARRIED

3. Public Questions & Comments

None

4. Approval of Minutes

A. Climate Action Committee Meeting Minutes – April 4, 2024

Moved/Seconded

THAT the Climate Action Committee Meeting Minutes of April 4, 2024, be adopted as presented:

CARRIED

5. Business Arising from the Minutes

Bird friendly attendance discussed.

LGCAP money for Fire Fighter tool electrification

Minutes – Climate Action Committee Meeting – April 22, 2024

Village of Lions Bay

Page 2 of 5

What should we be doing to spend LGCAP funds by March 2025? It was suggested we do fire place, heat pump, and envelope upgrade; so we should do the design work, fireplace, and window upgrade.

Action: Reach out to Stuart and Adam

Action: Develop a phased approach to spend LGCAP allocation by March 2025.

Discussion on approach ensued. Priority could be electrical upgrade study.

Discussion on electric Fire Tools ensued. Decided to park this for now or lean on the electrification clause in the Public works asset replacement policy.

6. Unfinished Business

A. Bird Friendly added to this list.

B. BC Buildings Step Code Requirement.

NOTES: Recent building permits have been asked to comply with step 3, and all have complied. We should update our building bylaws.

C. Other Past CAC Initiatives stalled or yet to be resolved.

NOTES: not discussed today

i. Climate Action Plan

NOTES: n/a

ii. Natural Asset Inventory

NOTES: n/a

iii. Climate Action Tool Kit

NOTES: n/a

iv. OCP Amendment and Associated Targets

NOTES: n/a

v. Solar Panel on Municipal Buildings

NOTES: n/a

vi. EV Charger Initiative and Status

NOTES: n/a

vii. Food Truck Power

NOTES: Neville looked at the drawings that suggest a 200 amp service on the pole for special events.

viii. Beach Event Power

Minutes – Climate Action Committee Meeting – April 22, 2024

Village of Lions Bay

Page 3 of 5

NOTES: Look above.

ix. Baseline Village Data

NOTES: n/a

x. Village Actions to Date

NOTES: n/a

xi. Communication/Education

NOTES: n/a

xii. Finance/Funding

NOTES: n/a

xiii. Source Water Protection Plan

NOTES: n/a

7. New Business

A. Preparation for LGCAP Report

NOTES:

B. Next Steps on survey results – Clara George

NOTES: Survey summary provided to CAC for review and comment. Should provide some communication around survey results to the community.

SURVEY HIGHLIGHT:

Re: Waste: 63% said that Waste Management Systems were important to them.

82% take waste to a drop off center

EVs / Charging: 40% said that installing EVs was important.

31% drive and EV or PHEV, and 34% have home charging. 5% drive. A Fuel Cell EV.

Heating:

73% thought it was important to reduce oil for heating.

3% said they use oil to heat their homes.

23% use propane for cooking, 74% use electricity.

78% have an old/open fireplace, 44% have a certified wood burning one, 21% have propane fireplaces.

Water:

Minutes – Climate Action Committee Meeting – April 22, 2024

Village of Lions Bay

Page 4 of 5

97% thought it was important to protect our watershed.
77% thought enhancing climate action on Water conservation was important.
93% understand LB water restrictions and conserve water.
But - 51% have installed low flow faucets and toilets,
33% use auto water systems,
34% use rain barrels and have a means to store water.
46% would be willing to have water metered.
19% have had their water main replaced.

Gardens:

45% have a native garden

82% minimize pesticides.

C. Updates from April Council report.

NOTES: The CARIP report was not transmitted from staff to CAC yet, Neville to follow up.

NOTES: Recycling BC update, Neville to get quotes and include diversion reports in scope of service.

NOTES: BC Hydro rep not provided by staff yet.

NOTES: LGCAP spending deadlines and new funding discussed. Certain amount must be spent by March 2025, and balance by 2028.

NOTES: Water Metering discussion focused on failed motion to pass metering bylaw. Pilot zone metering study viability looks promising. The metering study should include some premise metering.

Action: Refine Committee report in light of PWM bylaw introduction, the metering study, and collaborative synergies with the IC.

8. Recommendation to Council

Councillor Abbot will present a report to council every month and include any CAC issues for discussion, not in place of a recommendation, but in addition to.

9. Correspondence

None

10. Public Questions & Comments

None

11. Adjournment

Minutes – Climate Action Committee Meeting – April 22, 2024

Village of Lions Bay

Page 5 of 5

Moved/Seconded

THAT the Climate Action Committee meeting be adjourned.

CARRIED

Meeting adjourned at 8:24

Chair

Corporate Officer

Date Adopted by Committee:	
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DRAFT

GHG Reduction Pathways Proposal

Village of Lions Bay- GHG Reduction Pathways Program Proposal

May 16, 2024

Prepared for: **Village of Lions Bay**

Prepared by:

Hummingbird Energy & Sustainable Projects Group

3122 114 Ave SE, Calgary, AB | www.suspg.com | 1-855-888-8355

Primary Contact:

Adam Trovato, CEM, CET, BA, PLC

Project Development Team Manager

780-235-5932

AdamT@suspg.com



Executive Summary

The following proposal outlines SPG's approach and cost to develop a GHG Reduction Pathway Feasibility Study for the Village of Lions Bay for the buildings shown below.

Site Names	Scope of Study
Village Hall and Office	ASHRAE Level 2 energy audit, BCA
Bus Shelter	BCA
Fire Department Training Facility (Trailer) and contents	BCA
Alberta Creek Pedestrian Bridge	BCA
Fire Hall, Ambulance Station	ASHRAE Level 2 energy audit, BCA
Public Works Building	ASHRAE Level 2 energy audit, BCA
Washrooms - Kelvin Grove Beach Park	BCA
Washrooms - Lions Bay Beach Park	BCA

FCM GHG Reduction Pathway Feasibility Study

Through its Green Municipal Fund, the Federation of Canadian Municipalities is offering funding for municipalities to carry out GHG Reduction Pathway Feasibility Studies on their community buildings. Studies of this nature are vital in ensuring decision makers are presented with accurate and actionable data that consider the unique features of each building and align carbon reduction measure recommendations with capital plans and life cycle considerations. This approach also ensures a holistic, whole-building assessment with opportunities for stakeholder engagement and collaboration.

The GHG Reduction Pathway studies will involve detailed site assessments, energy modelling, design workshops, and measure-level analysis, which will result in the development of a GHG reduction pathway for each facility. Following a decision-making workshop, the final pathways will be summarized in a detailed report which can be used by the Town to guide capital projects in the coming years.

SPG will also support in the development of any applications to the FCM and will provide the required documentation to the program throughout the project in order to adhere to the program guidelines.

Project Scope

The following section outlines SPG's recommended scope of work for completing the GHG Reduction Pathway Feasibility Study. Note that this scope meets the requirements outlined in the FCM Guidebook and ensures a holistic and comprehensive report while optimizing cost per building. The municipality may choose to adjust the scope based on their review of the program guidebook.



Data Collection

- Review of historical building data, including 3-5 years of utility bills (natural gas, heating oil, electricity, etc.), previous energy audits and building condition assessments (BCAs), and other relevant data.
- ASHRAE Level 2 Energy Audit for each facility
- Building Condition Assessment for each facility (Note that the FCA recommends that BCAs be conducted on facilities who have not completed a condition assessment within the last 5 years).

Calibrated Energy Modeling

- A calibrated baseline energy model will be developed in accordance with ASHRAE 14 standards, using RETScreen modelling software.

Design Workshop

- Workshop held with all relevant stakeholders (building operators, capital planners, asset managers, energy management staff, and key decision makers)
- Introduce the project, present preliminary findings on the buildings, guide the engineering and project analysis direction in the upcoming phases.
- May be held via video-conference or in-person.

Measure Level Analysis

- In-depth analysis of each energy efficiency and GHG emissions reduction measure, according to the priorities established in the Design Workshop.
- Each recommendation will include:
 - Measure name, description and expected lifetime
 - Capital Cost (absolute and incremental)
 - Anticipated energy use reduction (GJ)
 - Anticipated GHG emissions reduction (total and percentage reduction (tCO₂e, %)
 - GHG Intensity (tCO₂e/m²), Energy Use Intensity (kWh/m²), Thermal Energy Demand Intensity (kWh/m²)
 - Maintenance and utility savings
 - Simple payback (years) and Net present value (NPV)
 - Recommendations, assumptions, and next steps
- Costing will be performed to Class C standards (+/- 20-25%).

GHG Reduction Pathway Scenarios and Package Analysis

- Identified measures will be assembled into several packages which represent GHG reduction pathway scenarios.
- Packages to be developed include:
 - A **Minimum Performance** scenario, which includes:
 - i. A 10-year roadmap that achieves a minimum of 50% reduction of on-site GHG emissions compared against current performance.
 - ii. A 20-year roadmap that achieves a minimum of 80% reduction of on-site GHG emissions compared against current performance.



- A **Short-Term Deep Retrofit** scenario that achieves an 80% reduction of on-site GHG reductions within the first 5 years (likely through inclusion of additional funding and financing options)
 - iii. *Note that an alternative scenario – Aggressive Decarbonization- may be developed instead at the request of the Municipality. The exact scenarios preferred may be discussed at the kick-off meeting.*

Decision Making Workshop

- Workshop held with all relevant stakeholders (building operators, capital planners, asset managers, energy management staff, and key decision makers)
- Review the scenarios, decide on which GHG reduction pathway will be included in final report for each facility
- May be held via video-conference or in-person.

Final Report

- Detailed report per facility with selected GHG Reduction Pathway
 - ASHRAE Level 2 energy audit
 - Building Condition Assessment
- Draft report submitted for review and feedback
- Final report presented to municipality, via video-conference or in-person.



Project Cost

The following table outlines the proposed project cost, and the cost for each deliverable presented within the GHG Reduction Pathway. Pricing is based on being awarded the complete scope of work.

Site Names	ASHRAE Level 2 Cost (\$)	BCA Cost (\$)
Village Hall and Office	\$11,958.00	\$7,620.00
Bus Shelter	N/A	\$6,600.00
Fire Department Training Facility (Trailer) and contents	N/A	\$6,600.00
Alberta Creek Pedestrian Bridge	N/A	\$6,600.00
Fire Hall, Ambulance Station	\$11,958.00	\$7,620.00
Public Works Building	\$11,958.00	\$7,620.00
Washrooms - Kelvin Grove Beach Park	N/A	\$6,600.00
Washrooms - Lions Bay Beach Park	N/A	\$6,600.00
Grant Total	\$91,734.00	
<i>Potential Incentives (80%)</i>	\$73,387.20	
Total After Incentives	\$18,346.80	

*Total costs do not include applicable taxes. Total costs are inclusive of travel and disbursements.

Approval

APPROVED BY CLIENT	APPROVAL SIGNATURE
POSITION:	
PRINT NAME:	
DATE:	



Appendix A: Company Profile

Sustainable Projects Group (SPG) is a leading design-build energy efficiency company dedicated to driving actionable sustainability in the built environment. Our core focus revolves around sustainability consulting, energy and building data collection and modelling, engineering and design of retrofit solutions, electrical and mechanical installations, and construction management. We specialize in providing holistic solutions tailored to our diverse clientele, including commercial, industrial, municipal, institutional, and Indigenous clients.

At SPG, we excel in a wide range of services:

ASHRAE Level Energy Audits: Our experienced team carries out ASHRAE energy audits, leveraging industry best practices to assess energy use and identify efficiency opportunities within buildings.

Building Condition Assessments (BCAs): We perform comprehensive BCAs to evaluate the overall health of structures, ensuring that retrofit recommendations align with building needs.

Energy Modeling: Our experts utilize advanced energy modeling techniques to predict and optimize building performance, offering data-driven insights for sustainability strategies.

Net Zero & Sustainability Consulting: Our team provides consulting services for energy and carbon reduction roadmaps, ECDM's, net zero strategies, and climate change mitigation and adaptation.

Installations: Our team of electrical installers can tackle projects large and small, including LED Lighting Upgrades and EV Charging Infrastructure.

Funding Support: We provide extensive support in identifying and applying for available funding and financing opportunities.

Engineering Design: Our engineering professionals design efficient retrofit solutions, covering electrical and mechanical systems.

Construction Management: SPG's construction team manages retrofit projects, including mechanical and electrical installations, envelope improvements, HVAC upgrades, LED lighting, EV charging, and solar PV installation, ensuring seamless execution.

Software Services (JOBI): Our proprietary software, JOBI, offers dynamic energy modeling, strategy optimization, project management, reporting, and measurement & verification, supporting actionable decarbonization planning across portfolios.

Comprising a multidisciplinary ensemble of professionals, including Professional Engineers (P.Eng.), Certified Energy Managers (CEMs), Certified Engineering Technologists (CETs), Master and Journeyman Electricians, energy auditors, project management experts, estimators, and more, we bring a wealth of expertise to every project. We hold an engineering permit to practice under the Association of Professional Engineers and Geoscientists of Alberta (APEGA) and Engineers and Geoscientists BC (EGBC) and are an approved program ally and contractor for energy efficiency networks across Canada. SPG is COR® certified, highlighting our dedication to health and safety.

About Hummingbird Energy

Hummingbird Energy is a Canadian-based company focused on advancing sustainable energy solutions with a primary emphasis on assisting municipalities in understanding available funding options for green initiatives. Hummingbird Energy leverages cutting-edge solutions with municipal grant funding to create cost-efficient and environmentally friendly energy programs, prioritizing responsible practice and community engagement.



Appendix B: Project Team

SPG will use a team of energy analysts that have decades of experience in analyzing municipalities facilities within Ontario. Detailed below is SPG's recommended team for this project:

Project Management Team

1. **Name:** Tegan Gallilee- Lang, CEM
Education: BSc. Environmental Science
Certifications: Certified Energy Manager (CEM)
Years of Experience: 5
Role: Project manager
2. **Name:** Adam Trovato, CET, BA, CEM, PLC
Education: BA in Political Science, Alternative Energy Technology Diploma
Certifications: Certified Energy Manager (CEM), Certified Engineering Technologist (CET), Project Leadership Certificate (PLC)
Years of Experience: 8
Role: Client manager

Energy Engineering Team

1. **Name:** Lindsey Tourand P.Eng, CEM, Leed Green Associate
Education: Civil Engineering, UBC
Certifications: P.Eng., CEM, LEED Green Associate, PTI Level 1 Inspector
Years of Experience: 15
Role: Lead energy engineer
2. **Name:** Veena Subramanyam, P.Eng
Education: Bachelor of Engineering, MSc. Energy Management
Certifications: P.Eng certified from APEGA, LEED AP (BD+C), Building Energy Audit Professional (ASHRAE)
Years of Experience: 15
Role: Energy analyst
3. **Name:** Raied Hasan, P.Eng.
Education: BSc. Electronics and Communications Engineering, BRAC University; MSc. Mechanical Engineering, University of Calgary
Certifications: P.Eng (APEGA)
Years of Experience: 13
Role: Electrical engineer/renewable energy analyst
4. **Name:** Adam Whitehead, B.Eng, EIT, CEM, LEED GA
Education: B.Eng in Architectural Conservation and Sustainability Engineering
Certifications: Certified Energy Manager (CEM), Engineer in Training (EIT), LEED GA
Years of Experience: 5
Role: Energy analyst
5. **Name:** Thomas Patrick, M.Eng, EIT
Education: BSc. in Civil Engineering, M.Eng in Engineering Management
Certifications: Engineer in Training (EIT), Energy Manager in Training (EMIT), Certified Measurement & Verification Professional in Training (CMVPIT)
Years of Experience: 5
Role: Energy analyst

Appendix C: Reference Projects

Town of High Level GHG Feasibility Study

Contract Value: \$105,211

Project Timeline: May 2023-August 2023

Project Description: The Town of High Level in Northern Alberta recently partnered with Sustainable Projects Group (SPG) to develop a Greenhouse Gas (GHG) Emissions Reduction Pathway Feasibility Study for their municipal building portfolio. The primary aim of the project was to offer practical insights into reducing emissions associated with municipal buildings.

This project encompassed on-site energy audits and building condition assessments (BCAs) conducted on six key municipal facilities: the High Level Airport Terminal, Aquatic Centre, Firehall, Museum, Town Hall, and Water Treatment Plant. Our energy audits adhered to an ASHRAE Level 2 standard, with expanded scope to ensure a thorough evaluation of building energy systems, vital for supporting effective energy and GHG emissions reduction strategies. Multiple stakeholder workshops were conducted, serving to convey audit and BCA findings, present recommended energy conservation measures (ECMs), engage Town stakeholders—comprising building operators, maintenance personnel, and Town representatives—discuss potential projects, outline GHG emissions reduction pathways, and define subsequent steps. These workshops were organized through a combination of videoconferencing and in-person sessions. We completed three GHG reduction pathways along with a baseline case for the Town assets.

Throughout the project's duration, we maintained close collaboration with representatives from the Town of High Level, as well as with the Federation of Canadian Municipalities, ensuring that the project scope aligned seamlessly with study requirements, thereby facilitating a smooth submission process. Bi-weekly virtual meetings were held to provide updates on project advancements and gather valuable stakeholder input. The GHG pathways, along with energy audit and BCA reports, were compiled and presented to the Town. These were then amalgamated into a single report so that the Town has a comprehensive strategy for achieving emissions reduction goals.

Aseniwuche Winewak Nation Community Energy Plan and Renewable Pre-Feasibility Study

Contract Value: \$174,598

Project Timeline: September 2022-June 2023

Project Description: SPG was contracted by Aseniwuche Winewak Nation (AWN) to conduct a Community Energy Plan and Renewable Pre-Feasibility Study. This study was fully funded by the federal Smart Renewables and Electrification Pathways Capacity Building Program. The primary aim was to empower AWN with the tools to make informed capital decisions based on extensive research and data, ultimately fostering their role as environmental stewards and indigenous champions of green energy.

To identify potential energy reduction initiatives, SPG conducted two comprehensive site visits encompassing residential (93) and community (6) buildings, along with a review of the surrounding areas to assess potential for large scale renewable energy projects. Subsequent energy modeling and desktop analyses of the data collected during these visits revealed numerous energy conservation measures (ECMs) and renewable energy projects. These projects were presented to the community to provide detailed information and to solicit feedback on priority areas. Following these consultations, a criteria matrix was applied, taking into account GHG reduction potential, financial feasibility, community acceptance, and alignment with replacement timing to rank the projects. SPG also identified available funding opportunities that could support the implementation of these projects.

SPG worked closely with AWN sustainability representative to gather information on the community and share knowledge on energy modelling and renewable energy assessment techniques and technologies. Several stakeholder engagement sessions were held with AWN community members to introduce the project, identify key projects and garner feedback on desired pathways, and present the final findings, again garnering feedback on any desired updates before issuing the final report. The final deliverable is a comprehensive report that represents a collaborative effort between SPG and AWN.

Government of Yukon Energy Audits & BCAs

Contract Value: \$444,315

Project Timeline: January 2021- January 2022

Project Description: SPG was commissioned by the Government of Yukon to undertake a comprehensive initiative involving fifty-two (52) ASHRAE Level 2 energy audits and one-hundred ninety-three (193) building condition assessments (BCAs) for municipal assets in Whitehorse, Yukon. The purpose of these assessments and corresponding reports was to inform and guide strategic planning for the Yukon Government's energy and reduction projects required to meet their goals of reducing corporate emissions.

Each municipal asset was assessed according to building condition assessment (BCA) and ASHRAE energy audit standards. Buildings included a variety of institutional and public infrastructure, including K-12 schools, the university, airport facilities, and warehouse and storage facilities, and civic amenities.

BCAs included information on each facility's structural, architectural, mechanical, and electrical systems as well as system component conditions, replacement cost values, and recommendations for upgrades. Energy audit reports included an assessment of the current conditions of the building and relevant systems, utility analysis, proposed energy conservation measures (ECMs) (inclusive of capital improvements and any relevant changes to the operation and maintenance procedures and costs). All ECMs include energy and cost savings, GHG reduction potential, and cost analysis. A consolidated spreadsheet outlining all recommended ECMs was included, encapsulating best practices for maintenance, retrofit protocols, and a comprehensive cost-benefit analysis, taking into account both financial and ecological considerations.

Appendix D: Firm & Project Experience

SPG specializes in conducting energy & sustainability consulting projects, which includes ASHRAE level energy audits, ECDMs, GHG Reduction Pathway Projects, Community Energy Plans, and so on. Our qualified staff come from various backgrounds, including certified energy managers (CEMs), energy managers in training, engineers, and electricians, which gives us extensive experience in assessing, modeling, and analyzing building data to arrive at actionable energy conservation measures that save our clients' money and energy and significantly reduce GHG emissions.

An overview of our relevant experience in energy consulting is outlined below.

Municipal Experience

- Town of Caledon- GHG Reduction Pathway Study on 30+ buildings
- City of Cranbrook- GHG Reduction Pathway Study on 15+ buildings
- Municipality of Clarington- GHG Reduction Pathway on 10+ buildings
- Town of High Level, AB- 6 ASHRAE Level 2 audits and BCAs on municipal buildings for FCM's GHG Reduction Feasibility Study
- Yukon Government (City of Whitehorse) - 52 ASHRAE Level 2 audits/193 Building Condition Assessments, Net Zero Strategy, ISO 50001 certification consulting
- City of Regina, SK- 42 ASHRAE Level 2 audits, 8 ASHRAE Level 3 audits
- Town of Smithers, BC- 8 ASHRAE Level 2 audits and BCAs
- City of St. Albert, AB- 2 ASHRAE Level 2 audits at St. Albert Place & Fountain Park Rec Centre
- City of Wetaskiwin, AB- ASHRAE Level 2 energy audit
- Town of Nanton, Nanton, AB- ASHRAE Level 2 energy audit
- City of Edmonton, Edmonton, AB- 5 ASHRAE Level 2 energy audits
- Birch Hills County EV Charging Design & Installation (Level 3 & 2 Chargers)
- City of St. Albert, BOMA Certifications & ASHRAE Level 2 energy audits
- Government of Alberta - 163 Level 2 energy audits for schools, health services, institutional buildings, and industrial buildings

Institutional Experience

- Yukon University, Whitehorse, Yukon- 11 ASHRAE Level 2 energy audits, building condition assessments & strategy building
- Red River College, Winnipeg, Manitoba- 19 Level 2 energy audits and Net-Zero strategy development
- Northern Alberta Institute of Technology (NAIT), Edmonton, AB – ASHRAE Level II energy audits on HP Centre and NCAT Building
- University of Calgary Downtown Campus, Calgary, AB- Campus energy strategy
- Southern Alberta Institute of Technology (SAIT) (Senator Burns Building)- ASHRAE Level II energy audit and LED retrofit installation project
- Olds College, Olds, AB- Campus energy strategy

- School District 10 (Arrow Lakes), BC- 4 ASHRAE Level 2 energy audits
- School District 19 (Revelstoke), BC- 4 ASHRAE Level 2 energy audits
- School District 20 (Kootenay-Columbia)- 11 ASHRAE Level 2 energy audits
- Parks Canada- Glacier National Park Rogers Pass Energy Demand Assessment
- Alberta Private Schools, Level III Assessments

Indigenous Experience

- Conayt Friendship Society – 7 BCAs on Vancouver Island, BC, performed for Aboriginal Housing Management Association (AHMA)
- Aseniwuche Winewak Nation of Canada- 10 ASHRAE Level 2 audits, Community Energy Plan development
- Siksika First Nation Green Energy Plan
- M’akola Housing Cooperation- 2 ASHRAE Level 2 audits
- Upper Nicola Band, BC- Energy Advisor
- Gwa'sala-'Nakwaxda'xw Nations -5 ASHRAE Level 2 audits
- Paddle Prairie Métis Settlement -11 ASHRAE Level 2 audits
- Lubicon Lake Band- 5 ASHRAE Level 2 audits
- Bearspaw First Nation -10 ASHRAE Level 2 audits, federal funding support for retrofit projects, Community Energy Plan and Community Renewable Plan development
- Blue Quills College- 5 ASHRAE Level 2 audits
- Peerless Trout First Nation - 4 ASHRAE Level 2 audits, Community Energy Plan
- Alexander First Nation -11 ASHRAE Level 2 audits, federal funding support for retrofit projects, Solar PV Feasibility Study, and Community Energy Plan
- Aboriginal Housing Management Society- ASHRAE Level II audits on 2 housing collectives
- Kwakiutl First Nation – 3 ASHRAE Level II audits on community buildings
- Fishing Lake Metis Settlement Community Energy Plan
- Elizabeth Metis Settlement Utility Scale Solar PV Feasibility Study
- Beaver Lake First Nation Community Energy Plan

Property Management Experience

- Icegates Holdings- 5 ASHRAE Level II audits for housing cooperatives in Edmonton, AB
- Avenue Living- 30 Level 2 energy audits, with support in applying for IREE funding. Hired as Prime Consultant for carrying out energy retrofits at 10 facilities in 2023.
- Northview REIT - More than 200 Level 2 and 3 audits across most provinces and territories
- Northview REIT- Yellowknife- 13 ASHRAE Level 2 energy audits in MURB facilities in Yellowknife, NWT
- QuadReal Property Group- 63 ASHRAE Level 2 energy audits across multi-unit residential portfolio in Victoria, Vancouver, Calgary, Nova Scotia, and Toronto
- Rosewood Housing Co-operative- ASHRAE Level II audits in Moosejaw, SK
- Kalaka Housing Co-operative – ASHRAE Level II audits in Edmonton, AB
- Aldergrove Housing Co-operative – ASHRAE Level II audits in Edmonton, AB

Appendix E: Terms and Conditions

Normal Working Hours

Unless otherwise specified this proposal is based on normal working daytime hours based on straight time rate. Hours worked outside of daytime hours may be subject to premium or overtime rate.

Sales Tax

Pricing does not include applicable regional and federal sales tax.

Payment Terms

Payment terms Net 30 Days from invoice date.

Please note that the following deposit structures will be required, depending on proposal cost:

Less than \$10K- a 50% deposit is required prior to initial site visit. The remaining 50% will be invoiced upon report completion and approval.

Greater than \$10K- The following payment schedule will be carried out for the above scope:

- 30% deposit prior to initial site assessments
- 50% deposit on completion of site assessments, prior to SPG submission of report draft(s)
- Final payment (20%) upon report completion and approval

Greater than \$30K- Client will be progress billed monthly until project completion.

Proposal Labor Pricing Validity

Proposal labor pricing is firm for 30 days from proposal submission date.

Proposal Material Pricing Validity

Due to current global economic and supply chain disruptions, material pricing is firm for 7 days from proposal submission date.

Access

Proposal pricing is based on having reasonable access to all areas included in project scope for crew and materials to execute scope.

Incentives

SPG will make all reasonable efforts to secure estimated incentive values as listed within this proposal, however actual final value of incentives may differ based upon program approvals.

From: [Marina Blagodarov](#)
To: [Marina Blagodarov](#)
Subject: FW: For Councilor Neville Abbott
Date: May 27, 2024 2:41:13 PM

From: Andrew Wray
Sent: May 11, 2024 2:24 PM
To: Council <council@lionsbay.ca>
Subject: For Councilor Neville Abbott

Good afternoon Neville,

I am following up on our conversation this afternoon in which I expressed an interest in joining the Climate Action Committee. I have had a long interest in those things that we can each individually do to minimize our impact on the environment both from a love of the earth as well as the engineer aspect of me that is fascinated by solutions. I was an early adopter of electric vehicles buying my first Tesla in 2014. We put large water cubes in our garden around 6 or 7 years ago to supplement the water barrels that we had and we are seriously considering adding solar to our roof.

I look forward to an opportunity to serve on this committee and to see how we can help our village make a climate change impact.

Regards,

Andrew