

## COUNCIL POLICY

**#459**



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|   | <b>Title:</b><br><br><b>Storm Drainage Improvements Policy</b>       |
| <b>Legal References:</b><br>Municipal Government Act<br>Water Act<br>Environmental Protection and Enhancement Act<br>Public Lands Act<br>County Plan  | <b>Policy Category:</b><br><br>Infrastructure and Operation Services |
| <b>Cross References:</b>  | <b>Effective Date:</b> June 24, 2014<br><b>Revision Date:</b>        |
| <p><b>Purpose:</b></p> <p>To rank stormwater drainage improvement projects in order to guide Administration in the sequencing of projects over a five year time frame. The projects are intended to resolve stormwater impacts to public and private infrastructure. Each project would be identified by a project charter and will be supported by Council through the annual budgeting process.</p> <p><b>Definitions:</b></p> <p><b>“County”</b> means Rocky View County.</p> <p><b>“Overland Drainage Right of Way &amp; Easement Agreement”</b> means the legal encumbrance required to be obtained for any publicly financed improvement on private property, at no cost to the County.</p> <p><b>“Priority List”</b> means a numerical list of <i>storm drainage improvement</i> projects requiring implementation that are ranked based on the criteria contained in this Policy.</p> <p><b>“Project Proponent”</b> means the party that has requested the storm drainage improvement be considered under this Policy. The Project Proponent is considered the local champion of the initiative and is responsible for demonstrating community or landowner support.</p> <p><b>“Project Charter”</b> means the high level summary that formalizes the project, documents the business or community need, captures the project scope, identifies risks and establishes the requirements for successful completion. The Charter will be used in the <i>ranking</i> process to determine the timing of work proceeding.</p> <p><b>“Private Infrastructure”</b> means a roadway, building, septic field or other structure owned and controlled by a private landowner or corporation.</p> <p><b>“Public Infrastructure”</b> means a road, ditch, public utility or other work located on land owned or controlled by Rocky View County and used to provide a level of service to the community.</p> <p><b>“Ranking”</b> means the procedure by which all existing or proposed <i>storm drainage improvements</i> are assessed for priority based on the criteria in this policy.</p> <p><b>“Storm Drainage Improvement”</b> means the scope of work required to permanently address impacts to public and private infrastructure associated with poor surface drainage. The improvement shall be defined in a <i>project charter</i> and undergo the <i>ranking</i> process prior to implementation.</p> |  |

**Policy Statements:**

1. The County Plan identified the importance of providing stormwater systems that are “safe, effective, and do not adversely impact other lands”.
2. The County recognizes the role *public infrastructure* plays in the management of surface water in our communities and supports the resolution and improvement of drainage constraints wherever practical.
3. The County recognizes the role private landowners and their property play in the storage and conveyance of surface water. The majority of existing natural conveyance systems are located on private property and so support of affected residents to resolve and improve drainage must be established by the *project proponent* prior to preparation of a *project charter*.
4. All *storm drainage improvements* shall adhere to legislative requirements under the Provincial Water Act, Environmental Protection and Enhancement Act, the Public Lands Act and associated regulations. All applicable provincial and federal regulatory approvals shall be in place, where required, prior to any construction proceeding.
5. The County shall follow established standards and sustainable practices, including life cycle cost analysis, when selecting solutions to storm drainage issues. Surface flow conveyance by gravity and the restoration of natural drainage shall be utilized wherever possible in place of mechanical or other solutions that impact operational resources.
6. The County may utilize third party engineering assessments, as needed, to develop solutions to storm drainage constraints. These costs are eligible under this policy.
7. Until such time as a *storm drainage improvements* advances to implementation, responses to requests for support will be managed on a priority basis in accordance with the Flood Response Policy.

Eligibility

8. Projects eligible for advancement under this policy:
  - a. must be valued between \$0 and \$400,000. Projects over \$400,000 should be assessed under the Capital Priorities Policy and process;
  - b. may claim third party engineering assessment costs as an expense;
  - c. and shall demonstrate landowner support for the project prior to *ranking*.

Ranking Criteria

9. Administration will rank *Storm Drainage Improvement* projects, using the information contained in the approved *project charter* on an annual basis.
10. Re-evaluation of a *storm drainage initiative* may occur during the annual ranking process should any of the inputs to the *project charter* change in a material way that affects the *ranking* score.
11. Administration will prioritize those *Storm Drainage Improvement* projects that have identified funding sources not including tax revenue support under this policy. Options available to project proponents include stakeholder contributions, local improvement taxation, available grant programs or other third party sources.
12. Ranking shall be, based on the following weighted criteria:

| Criteria  | Maximum Points<br>(total 100)                   | Considerations   |
|---|---|--|
| <p>Project Feasibility - Land and Approvals Criteria</p> <ul style="list-style-type: none"> <li>All required easements or rights of way have been provided or the work can be completed within existing County rights of way.</li> <li>Downstream consents, if required, are in place and regulatory approvals can easily be achieved or are pending.</li> </ul>  | <p>15</p> <p>10</p>                             | <ul style="list-style-type: none"> <li>The use of public funds on private property requires easements to ensure the improvements can be accessed, protected and maintained into perpetuity.</li> <li>Impacts to downstream stakeholders must be avoided and community support established by the party requesting the project.</li> </ul>  |
| <p>Strategic Significance - Fiscal &amp; Economic Analysis</p> <ul style="list-style-type: none"> <li>Does the project reduce the demand on County operational resources?</li> <li>Can funding be acquired from alternative sources?</li> <li>What benefit will the project provide: <ul style="list-style-type: none"> <li>Regional</li> <li>Local</li> </ul> </li> <li>Can the project optimize or benefit existing County infrastructure?</li> </ul> | <p>10</p> <p>15</p> <p>10</p> <p>5</p> <p>5</p> | <ul style="list-style-type: none"> <li>Reductions in County operating costs or requirements create fiscal and staffing capacity.</li> <li>Projects that are supported financially through non-tax based revenues should be a priority. Examples: project proponent contributions, local improvement support and eligible grant programs.</li> <li>Improvements that benefit many constituents should be a higher priority than those that benefit only localized areas.</li> <li>Resolving poor subgrade drainage can benefit the adjacent road structure and reduce long term maintenance costs.</li> </ul> |
| <p>Environmental Stewardship</p> <ul style="list-style-type: none"> <li>Will the project improve water quality or the local environment?</li> <li>Is the project in line with the basin Watershed Management Plan, Master Drainage Plan or other statutory plan?</li> </ul>   | <p>10</p> <p>5</p>                              | <ul style="list-style-type: none"> <li>Environmental protection and stewardship is a County Plan and strategic priority. Projects that result in improvements to the local watershed should be a priority.</li> <li>Improvements that align with master plans should be supported.</li> </ul>  |
| <p>Resources &amp; Engineering Complexity</p> <ul style="list-style-type: none"> <li>Can the improvements be considered maintenance or be designed without the use of external engineering support?</li> <li>Is there an existing technical report or study that supports the advancement of the project?</li> </ul>  | <p>10</p> <p>5</p>                              | <ul style="list-style-type: none"> <li>Complexity of the project will impact scope, schedule and cost to complete. Priority should be given to simple projects that can be completed quickly with existing resources.</li> <li>Priority should be placed on initiatives that have already undergone technical study or can be supported by previous engineering efforts.</li> </ul>  |