

dan.onischuk@gmail.com

From: "Greg Burt" <gburt@canmore.ca>
Date: November-03-11 11:41 AM
To: <dan.onischuk@gmail.com>
Subject: RE: Canmore Bunnies NoKill Proposal
Dear Mr. Onischuk,

Town Council approved the awarding of the feral rabbit control contract per approved methods. (*Locating, trapping, humanely euthanizing, transporting and delivering rabbits to a location for a suitable use*), and that the approved contractor be authorized to work with (approved) organizations that have the capacity to spay/neuter, transport and house captured rabbits in a sanctuary, acceptable to the Town of Canmore.

What this means is that if a group or organization comes forward with a plan to spay/neuter, transport and house at a sanctuary the Town (most likely myself) would work with the group to ensure the plan is viable and sustainable in the long term prior to turning feral rabbits over to them. This group will have to demonstrate that it can be financially viable and sustainable on its own without Town support. What you have submitted required Town funding which is not an option.

Kind Regards,

Greg Burt
Manager of Bylaw Services
Town of Canmore
gburt@canmore.ca
403.678.1576 office
www.canmore.ca

From: dan.onischuk@gmail.com [mailto:dan.onischuk@gmail.com]
Sent: Thursday, November 03, 2011 12:30 AM
To: hamish@canmoreleader.com
Cc: Bylaw Services
Subject: Canmore Bunnies NoKill Proposal

I just read the Canmore Bunny article by Hamish – many more facts than other newspapers. I wish I had read Hamish's article before writing my note below, because the article showed that Mr Burt and Town Council are/were more open minded than I gave them credit for.

So, with sincere thanks to Mr. Burt, I appreciate the honourable manner with which you presented my general suggestions – I apologise in advance for any flak you get for my media emails.

RM Outlook reported the RFP wording was a significant factor as to whom could even qualify.

Canmore and the contractor admits this is a multi-year problem and a 2-3 years budget is \$100K-\$150K

and not just the cheapest \$50K limit given to sanctuaries. So a pro-kill solution was the original intent. Sanctuaries/non-profits should not be forced to raise money that Canmore gives freely to killer contractors.

And YES – if Canmore is willing to spare the first 1000 rabbits, and help to find or lease suitable land or sanctuary, then I will help coordinate a non-profit volunteer effort. Canmore would have to buy 150-200 traps (\$15K), 600 spays (\$60K)/400 neuters(\$20K), meds (\$10K), temporarily feed/water (\$30K), a comfortable interim safe area(\$10K), and the costs for relocation transport (\$5K). Capture/spay cost \$150K. With the whole town helping we can do this in 2 years.

Canmore would have total control of the budget, program and would monitor effectiveness throughout. sincerely, dan

===== original note below =====
I just read of the Canmore's horrible contractor decision. I write this note as I sit beside our 3 rescued pet bunnies whom are as friendly as a good dog or cat.

It is terrible to demand that the Humane Society take a huge financial burden vs giving contractors \$100K+ to simply kill them. A clear bias and brutal tactic. That money should go to sterilize and relocate the bunnies. Canmore has also failed to lift the \$500 fine that enable volunteers to trap & save any bunnies.

I met with Canmore Bylaw officer Greg Bert from 3:20-3:50pm Friday 28 Oct. and emailed my notes prior to the town council decision. So when I read the Victoria Times Colonist story, I am concerned when they tell reporters that nobody tried to give them a non-lethal solution – I did and it is also in writing below.

Perhaps this info was not reviewed by Canmore town council as Mr Bert was very nice to meet on short notice, hear my thoughts, and return my many calls prior to the meeting.

The analogy Mayor Casey gave of Banff poisoning fish is a bad example – whatever moron decided to poison fish and thus any predator that eats them, and contaminating the water to poison any other life living or drinking that water. Parks Canada spent over \$60K+ when it could simply hire some summer students of ichthyology to go fishing and maintain the nets to trap the invasive bull trout. Canmore is similarly short-sighted, and deliberately mean-spirited to other lives that simply want a chance to survive.

To the contractor president – yes, this would be different - if it were dogs & cats. Never having any rabbit pets makes that ghoul insensitive to that form of life. Typical scare tactics of disease are tossed in to justify this profit-making horror,

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but has anyone ever reported any of those diseases in Canmore that were actually proven to be due to the rabbits? I doubt it. Let the local doctors and vets speak to that. As to attracting cougars and coyotes - well now those predators will have to look to local cats and dogs as their alternative food source is being taken from them.

This is a cruel administrative decision - that lacks a moral compass to respect life. At the same time governments spend hundreds of millions on the unnecessary Royal Alberta Museum and other wastes of tax payer dollars.

dan onischuk, contact info below

From: Greg Burt
Sent: Monday, October 31, 2011 2:52 PM
To: dan.onischuk@gmail.com
Cc: Suzette Cardinal ; Lorrin O'Brien
Subject: RE: Bunny Solution

Dear Mr. Onischuk,

Thank you for the information you supplied.

Kind Regards,

Greg Burt
Manager of Bylaw Services
Town of Canmore
gburt@canmore.ca
403.678.1576 office
www.canmore.ca

From: dan.onischuk@gmail.com [mailto:dan.onischuk@gmail.com]
Sent: Monday, October 31, 2011 10:46 AM
To: Bylaw Services
Cc: Suzette Cardinal
Subject: Bunny Solution

Mayor & Town Councillors
Town of Canmore, AB.

cc: Greg Burt - Bylaw

RE: Rabbit Cull - No Kill Alternative

Thank you for considering alternative proposals to the rabbit cull RFP proposal. In summary of my meeting with Mr. Bert Friday 28 Oct., please consider:

1. Money v. Moral "No Kill" Hi-bar set by other communities - Kelowna, UVic
Rather than spending \$100K-250K + over 2-4 years to kill, why not sterilize and relocate ?

The two year budget at \$50K per year may be too low given the wide geographic dispersion of the bunnies in the Canmore area. Both Kelowna and UVic had bunnies located within a small, easily accessible area. Kelowna after 3-4 years has captured most bunnies. Canmore, with a much larger

dispersion area can be looking at least 3-4 years for the capture and kill solution.

This point is likely going to be ignored or down-played by pro-kill contractors, when in fact minimizing or underestimating the manpower helps to maximize profits, and also justifies additional contract renewals and extensions to enable more revenue.

Since a 2 to 4 year solution will cost 100K to 200K + this solution is far less expensive.

UVic was successful in a shorter time of about 1 year because many volunteers participated -and- the University paid costs via a no-kill contract, then worked with several groups of volunteers to create a "safe holding area" where the bunnies were cared for by UVic staff and volunteers until they were spayed or neutered, prior to transfer to their final living destinations.

By selecting a no-kill relocation, town administration stays neutral, yet still resolves the issue.

2. Community relations, long-term feelings among townspeople and towards administration.

By enabling a solution that has both sides of the issue working together to a common positive, mutually beneficial goal, nobody can have a perceived reason to bear animosity now or later towards the people with an opposing view. Everyone who complains is also given opportunities to be a part of the solution. Town administration acts as facilitators of community involvement.

I spoke to some older Canmore gardeners who wanted the rabbits gone - yet even they agreed that killing was the last resort. I think you will find that most people would like a clean conscience "no kill" solution. Religion, pro-life, have pets of their own, have children, etc. and many other reasons guide their internal moral compass. Rather than angry or guilty feelings, why not give everyone a "feel good" solution where everyone wins and gets what they want? Let designated bunny care people monitor, and bylaw officers oversee, the entire community participation in trapping rabbits. Everyone interested can then be part of the solution.

By suspending the town fine of \$500 for trapping, and setting up a system to provide & monitor traps for the bunnies, you can have many more people help to resolve the problem sooner.

In addition to designated bunny rescuers, anyone complaining about rabbits may also get a cage to trap the bunnies without fear of reprisal, unless there is obvious neglect to monitor the trap and to report a captured bunny. People with dogs roaming freely in their yards should not be allowed trapping because of high stress killer of loud barking and cage harassment.

Traps for dog-owners must be placed in an area where the dog cannot get access to.

A safe space cannot be under-emphasized. Rabbits, even feral ones, are quiet, sensitive creatures that are stressed a great deal when put in unfamiliar places with no idea of what is in store for them. This can kill some rabbits, and loud noises must also be avoided.

3. Interim "safe space" All bunnies would go to a common "safe place" where they would be cared for until ready for relocation or possible adoption - after spay or neutering. The smaller or injured bunnies could be set aside for a local adoption program similar to Kelowna adoption website. Public education about proper care for rabbits is available at websites like rabbit.org

An "interim safe place" can be an empty trailer usually hauled by big trucks. Building temporary cages inside 2 feet high by 3 ft wide and 3 levels high gives about 360 linear x 3 feet wide of cages. The space can be partly heated in the coldest of winter, and secured each night. When all rabbits have had their medicals and sterilization, the trailer, a now comfortable, safe space with other bunnies present (less fear-stress) - is used to transport them to the final home.

** Hares, natural to the area, should remain in Canmore. They typically have distinctive tawny light tan fur with flecks of black and white and should NOT be spayed or neutered.*

3. Final destination "natural area"

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Cost may be a decisive factor when deciding between a pro-kill option v pro-life. The issues of manpower and costs of food and medication to care for rabbits over the long term may be an issue when hundreds of rabbits are being considered. That is a huge burden to place on private people or groups - and local taxpayers hesitate too.

That is why I do suggest that a safe location on Crown land or leased land be found for their final destination where they can roam freely and feed themselves. Rabbits will tend to stay together in one locale when their needs for food, water and shelter are being met. While the community works together rounding them up, the Town can be negotiating to buy, borrow, or lease land for 5-6 years, which is the optimistically expected life of the rabbits in the wild.

The land should be in a warmer part of Alberta with good vegetation, with access to clean water, with low bushes and trees to hide among, and soft ground to make burrows. Areas like those found along small rivers and creeks like the Battle River seen along highway 2 near Ponoka or over by Cremona. There must be some land in south-east Alberta which has a milder climate and good habitat conditions to enable the rabbits to be self-sustaining in a natural environment. Being spayed and neutered will prevent inter-breeding with native hares.

Small wooden shelters (ideas available) can be made from solid 2x4s to provide shelter from the weather and predators. Some small plastic (non-skin freezing) eulverts partly buried under dirt and rocks can provide weather shelter and predator protection.

Monitoring and PR via solar powered web-cams that can relay images via cell phone or satellite. The final site should be kept private except to a few monitoring people to avoid interference or later harm to the bunnies. Routine visits to ensure they are healthy and that their shelters are still clean and in good condition. Some winter food may be needed in December and January.

Ideally, Canmore should send the bunnies to an existing fenced in sanctuary - along with a 5-6 year food & meds commitment. Location, transport and expected costs can be worked out while in the process of capturing and spaying/neutering. With a possible 3-4 year cost of 150K-200K+ for a cull, it may be financially less expensive to relocate and feed them. Sanctuaries exist in the Northern USA. Perhaps one should be created here in Alberta to provide for these and any other similar future situations.

Having several rabbits as house pets for many years has repeatedly shown me what fun-loving, affectionate and smart animals rabbits truly are. They can be as friendly as a dog or as aloof as a cat, and their personality cannot really emerge until they have a safe space to freely roam in, and a chance to interact with people on their own terms with good care, comfort and security.

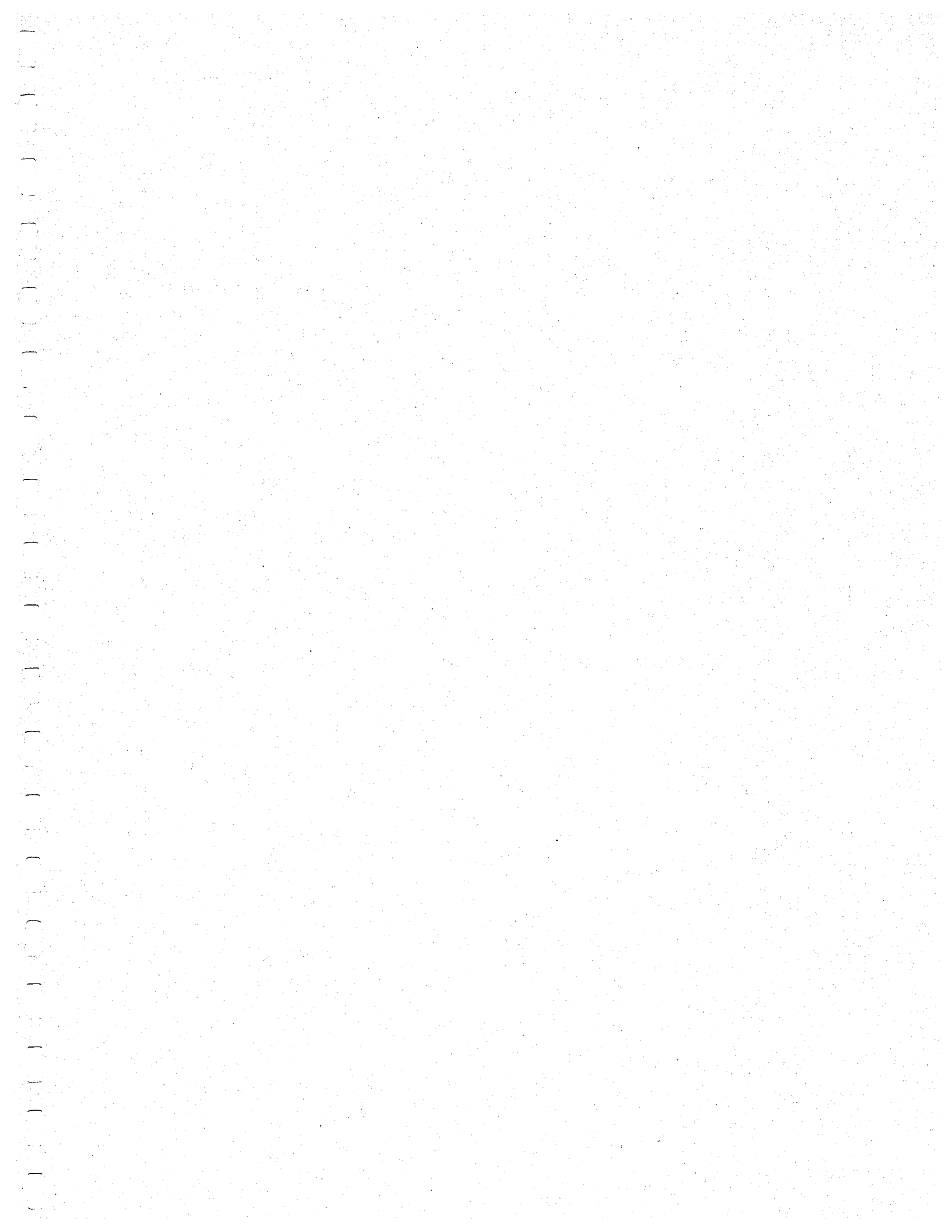
I hope that some people expand their awareness by adopting some younger bunnies and with respectful relations given to dogs or cats, they will find rabbits make wonderful pets too.

Most of all, I hope you decide to give Canmore bunnies a chance to enjoy their lives.

Dan Onischuk 9628-100A St. Edmonton, AB. T5K0V8 780-426-7676

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Robert Huckle - Specialist Supplier Management
Strategic Sourcing Management
401 - 9th Ave SW Calgary, AB. T2P 4Z4
403-319-3935 roberthuckle@shaw.ca

Nov. 8-9, 2011

This is Exhibit "C" referred to in the Affidavit of

Daniel Onischuk
Sworn before me this 14 day
November A.D., 2011

RE: D.W.ONISCHUK v Canmore, HMQRA - Calgary Queen's Bench 1101-14786

I have been involved in RFI's and RFP's for over ten years as an employee of Canadian Pacific Railway.

I estimate I have been involved in contracts worth in excess of five hundred million dollars.

I feel the following information provided reason enough for Canmore Town Council to have modified their Feral-rabbit Management Plan prior to issuing an RFP. Failure to provide proponents with a summary of the intent behind the RFP (as reflected in the town's Feral-Rabbit Management Plan enclosed) may have eliminated proponents from reviewing the RFP and submitting a workable relocation proposal.

DAVID TRAVIS SAWYER
A Commissioner for Oaths
In and for the Province of Alberta
My Commission Expires July 30, 2011

Point #1: The enclosed RFP document (obtained from the Town of Canmore's web site) clearly states a relocation solution must be self-funded. I believe it is highly possible relocation solutions were not made as proponents were of the understanding such solutions were to be self-funded.

Point #2: Also from the same enclosed file: The town's approach when going to market was to kill the rabbits. This is reflected below in their approach:

Rabbit Management Approach

1. The Town will provide information to educate its residents and visitors about the issues associated with feral rabbits.
2. Anyone found feeding feral rabbits will be charged under municipal bylaws.
3. The Town will hire a wildlife control contractor for the purposes of locating, trapping, transporting, humanely euthanizing, and delivering rabbits to a location for a suitable use (such as feed at wildlife rehabilitation centers).

It's only later in the document it reads to euthanize or to relocated the rabbits: I have also bolded the self-funded concern. If the town's approach is to euthanize the rabbits, a proponent wanting to submit a proposal may not have continued on and read the RFP.

Actions

1. Develop a communications strategy to provide information to the community on the feral rabbit management plan. July-August 2011.
2. Include a budget amount in the 2012 budget for ongoing feral rabbit management. July 2011
3. Amend Bylaw 33-91 (Hunting and Trapping) to permit the trapping of feral rabbits by appointment. August 2011

4. a) Issue an RFP for the purposes of locating, trapping, transporting, humanely euthanizing, and delivering rabbits to a location for a suitable use such as feed for use at a wildlife rehabilitation center or trapping and transferring rabbits to an established non-profit society, at their expense, for spay/neutering and permanent relocation to an approved sanctuary acceptable to the Town of Canmore. September 2011

link referenced: <http://www.canmore.ca/Municipal-Services/Bylaw-Services-and-RCMP/Feral-Rabbit-Management-Plan.html>

Point #3: Poor messaging from Mayor Ron Casey.

A) In the following CTV news release (<http://watch.ctv.ca/news/#clip?542817>) Janet Dirks interviewed Mr Casey on or around the 6th Oct. In the interview Janet makes reference to "the town accepting bids to try and bring the rabbit problem under control. Methods range from trap and kill to trap and relocate". As the RFP had closed some 3 weeks earlier; the message Mr Casey was relaying to viewers in the interview the Town's commitment to work on relocation submissions. Mr Casey's message appears to be inconsistent.

B) The following article also makes reference to "now consider non-lethal solutions". <http://www.timescolonist.com/life/Bunny+drama+shifts+Canmore/5497037/story.html>

I raised all of the above points to Town Council and suggested changes.

Furthermore, I feel the RFP should have allocated a weighting to a relocation solution over a kill option. In addition, it was unfair of the town to expect land and a non-profit sanctuary to be up and running within the short period of time the RFP was open for.

Cost was the biggest factor in the contract award (50%). Any RFP that deals with the life and death of an animal should have the humane treatment of the animal as a key component.

Zero weighting was also given to the tourism impact this will have. This is clearly evident based on the amount of negative press the issue is creating.

One of the town's key reasons for culling the rabbits was due to a proceed increase in the animal encounters. As per the enclosed Feral-Rabbit Management Plan, the town is using encounters back in the 90's to help justify their RFP. Ref section: Living with wildlife programs.

A final point: The number of coyotes in Canmore was decreased by a recent culling.
This brings into question one of the town's key reasons for issuing their RFP.

Regards

Robert Huckle



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Feral Rabbit Management Plan

Introduction

Feral rabbits have been a part of Canmore's landscape for many years. It is believed that today's population stemmed from domestic rabbits that resided in south Canmore and were released into the wild. The feral rabbits were primarily located in south Canmore for the past couple of decades. However recently they have spread beyond this one neighbourhood and are now prevalent in many areas throughout town.

During the 2011 budget discussions Town Council approved \$50,000 to implement a program to address the reduction of numbers of feral rabbits and that the funds be utilized only after a Feral Rabbit Management Program was approved by Council.

Issues

- Population control - female rabbits can give birth every 31 days with up to 7 bunnies in each litter, bumping population from 2 to 70 within one year.
- Rabbits are a wildlife attractant. This poses a health and safety risk for the residents and visitors of Canmore.
- Rabbits damage public and private property.
- There are mixed feelings from residents on how to deal with the situation.
- Rabbits have ample shelter in town allowing them to thrive.
- There are ample food sources from spring to fall which make them harder to capture.

Goal

The goal of the Feral Rabbit Management Plan is to control and ultimately eliminate feral rabbits from the Town of Canmore.

Rabbit Management Approach

1. The Town will provide information to educate its residents and visitors about the issues associated with feral rabbits.
2. Anyone found feeding feral rabbits will be charged under municipal bylaws.
3. The Town will hire a wildlife control contractor for the purposes of locating, trapping, transporting, humanely euthanizing, and delivering rabbits to a location for a suitable use (such as feed at wildlife rehabilitation centers).



- 4. The contract will operate through the winter months when food and shelter sources for feral rabbits are limited.
- 5. The Town will establish a process whereby residents can request assistance from the contractor for addressing feral rabbits nesting or living near their private property.

Living with wildlife programs

The Town of Canmore has a long history of implementing "living with wildlife" programs in order to reduce negative human – wildlife encounters. Program initiatives include:

- 1997-Bear proof garbage bins were introduced in the community to reduce human/wildlife encounters.
- 1999-Bear proof bins were fully implemented and curbside garbage collection was eliminated.
- 2001-Waste Control Bylaw (09-2001) was passed that prohibited residents from placing or storing wildlife attractants out year round, placing birdfeed out from April 1 to October 31 and from operating outdoor kitchen waste composters.
- 2005-Bow Valley Wildsmart was established.
- 2011-Animal Control Bylaw (10-2011) was passed that prohibits residents from keeping, feeding or causing feral rabbits to be on their property.

The Feral Rabbit Management Plan is the next "living with wildlife" program to be introduced in the community.

Relevant Research

Administration conducted research into what other communities have done to try to reduce feral rabbit populations as well as what laws and regulations exist in Alberta regarding this issue.

The City of Kelowna reduced their population of feral rabbits from 750 to fewer than 20 within a time period of twelve months. The feral rabbits were primarily contained in two main areas of the City. The City has an ongoing contract with a rabbit rescue group for \$1,000 per month to trap and relocate their feral rabbits to a rabbit refuge. This contract is in place to keep the rabbit population in check and only permits live trapping. They are in their third year of this contract and are keeping their population under control.

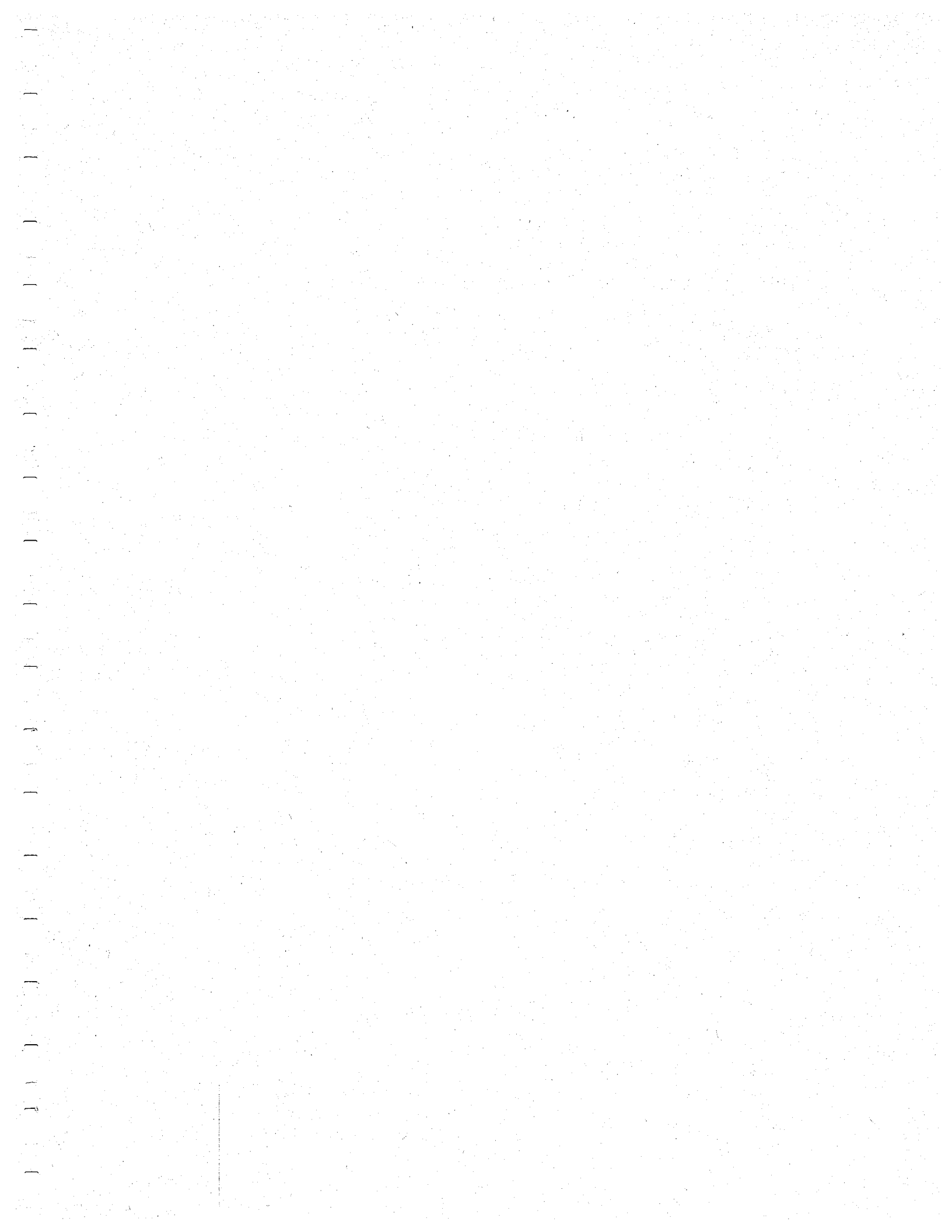


The University of Victoria (UVic) started with a combination approach of spaying/neutering, relocating and culling feral rabbits. Their approach changed so that organized groups could obtain the rabbits after they had been trapped by UVic staff, sterilize and transport them to rabbits sanctuaries. The program was ultimately successful in eliminating their rabbit population. UVic currently has a zero tolerance policy and any rabbits found on campus on a go forward basis will be trapped and euthanized.

There are no Provincial laws preventing the Town from transporting and trapping rabbits in Alberta, but it is illegal to poison them. Prior to any trapping the Hunting and Trapping Bylaw (33-1991) will have to be amended to allow trapping by appointment.

Actions

1. Develop a communications strategy to provide information to the community on the feral rabbit management plan. **July-August 2011.**
2. Include a budget amount in the 2012 budget for ongoing feral rabbit management. **July 2011**
3. Amend Bylaw 33-91 (Hunting and Trapping) to permit the trapping of feral rabbits by appointment. **August 2011**
4. a) Issue an RFP for the purposes of locating, trapping, transporting, humanely euthanizing, and delivering rabbits to a location for a suitable use such as feed for use at a wildlife rehabilitation center or trapping and transferring rabbits to an established non-profit society, at their expense, for spay/neutering and permanent relocation to an approved sanctuary acceptable to the Town of Canmore. **September 2011**
 b) Council approval of final award of RFP and program. **October 2011**
5. Review submissions and award contract. **October 2011**
6. Contractor to perform services. **November 2011-March 2012**
7. Provide regular updates to Council and members of the public on the progress of the feral rabbit management plan. **Ongoing**
8. Determine effectiveness of the plan. **Spring-Summer 2012**





CANMORE™

Bylaw Services
100 Glacier Drive
Canmore, Alberta
CANADA T1W 1K8
Tel.: (403) 678-4244
Fax: (403) 678-1586

**Request for Proposals
Feral Rabbit Control**

Feral Rabbit Control

Request for Proposal

Date Issued: Monday August 8, 2011

**Closing Date and Time: Tuesday September 6, 2011
14:00 Mountain Time**

**Submissions shall be submitted in a sealed package clearly marked with the
Respondent's Name, Address, and Closing Date to:**

**Attn: Greg Burt
Manager, Bylaw Services
100 Glacier Drive, Canmore AB T1W 1K8
Or via email to gburt@canmore.ca**



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Bylaw Services
100 Glacier Drive
Canmore, Alberta
CANADA T1W 1K8

Tel.: (403) 678-4244
Fax: (403) 678-1586

Request for Proposals Feral Rabbit Control

1. INVITATION

This Request for Proposals (RFP) is soliciting submissions for the purpose of controlling and eventually eliminating the feral rabbit population in Canmore. Proposals shall respond to one of the following management approaches:

1. Locating, trapping, transporting, humanely euthanizing and delivering feral rabbits to a location for a suitable use such as feed at a wildlife rehabilitation centre or
2. Locating, trapping and transferring rabbits to an established non-profit society for spay/neutering and permanent relocation to an approved sanctuary acceptable to the Town of Canmore.

2. PROJECT OVERVIEW

Feral rabbits have been a part of Canmore's landscape for many years. It is believed that today's population stemmed from domestic rabbits that resided in south Canmore and were released into the wild. The feral rabbits were primarily located in south Canmore for the past couple of decades. However recently they have spread beyond this one neighbourhood and are now prevalent in many areas throughout town included but not limited to:

- South Canmore;
- Downtown;
- Larch;
- TeePee Town;
- Cougar Creek;
- Grotto;
- Eagle Terrace; and
- Mineside

The Town of Canmore is working towards reaching the goal in the Feral Rabbit Management Plan which is to control and ultimately eliminate feral rabbits from the Town.

The Bylaw Services Department is over-seeing this program on behalf of the Town of Canmore.

3. SCOPE OF WORK

3.1. The Town of Canmore lacks the necessary resources to handle this issue. We are seeking a contractor that can work towards reaching the goal of eliminating feral rabbits from the Town of Canmore. The contractor shall handle all aspects of the program including locating, trapping, housing, transporting, humanely euthanizing (if applicable), neutering/spaying (if applicable) and delivering the feral rabbits to a final location approved by the Town of Canmore.

3.2. The contractor shall remove feral rabbits from public and private properties in the Town of Canmore. Permission and approval from property owners will be required to enter on



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100 Glacier Drive
Canmore, Alberta Tel.: (403) 678-4244
CANADA T1W 1K8 Fax: (403) 678-1586

Request for Proposals Feral Rabbit Control

to private property to remove feral rabbits.

- 3.3. The contractor must provide an e-mail and a local or toll free telephone number so that residents may request assistance with removing feral rabbits from their property. All inquiries and follow up shall be documented with the following information (Date, complainant name, phone number, address, follow up action taken) and a secure electronic database must be submitted to the Town of Canmore on a monthly basis.
- 3.4. The contractor must respond to resident's requests to remove feral rabbits from private property.
- 3.5. The contractor shall supply weekly reports to the project manager highlighting the number of feral rabbits that have been:
 - o Trapped per location (map to be supplied by the program manager)
 - o Euthanized or sterilized
 - o Removed from the Town of Canmore
- 3.6. If a wild rabbit is trapped it shall be released as soon as it is identified. If any other wild animal is trapped Fish and Wildlife officers shall be notified immediately. If any domestic dogs or cats are trapped Bylaw Services shall be notified immediately.
- 3.7. The contractor must comply with all Municipal, Provincial and Federal laws that are pertinent to the trapping, transporting and euthanasia or sterilization of feral rabbits.
- 3.8. The contract will only encompass lands within the Town of Canmore.
- 3.9. Award of contract will be subject to final approval by Canmore Town Council.

4. THE TOWN'S REQUIREMENTS

- 4.1. **Town's Right to Cancel the Project**
The Town reserves the right to cancel the Project and/or terminate the Contractor engagement should:
 - funding be insufficient,
 - Town Council does not approve the award of the contract , or
 - other factors necessitate cancellation.

In the event of Project cancellation or termination of the Contractor engagement, the Proponent agrees not to hold the Town responsible for any costs other than expenses incurred by the Contractor to the effective termination date.

- 4.2. **Licenses and Insurance Requirements**

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Bylaw Services
100 Glacier Drive
Canmore, Alberta Tel.: (403) 678-4244
CANADA T1W 1K8 Fax: (403) 678-1586

Request for Proposals Feral Rabbit Control

- The Town of Canmore requires that the successful bidder hold or obtain a valid Town of Canmore Business Licence.
- Town of Canmore requires that the successful bidder hold or obtain Commercial General Liability Insurance in an amount of at least \$2 million dollars and provide a certificate of same. The Town of Canmore must be listed as an Additional Named Insured for the purposes of the project.

5. EVALUATION OF PROPOSALS

5.1. Evaluation Criteria

The following criteria will be employed in the evaluation to select the contractor:

Criteria	Weighting
Program cost	50
Probability of successfully meeting the program objective	40
Experience of conducting similar work/references	10

5.2. In order to receive full consideration during evaluation, proposals should include the following:

- Total cost for the program, up to April 30, 2012 including identification of which costs are fixed and which may vary depending on number of rabbits trapped;
- An outline of the proposed payment schedule;
- Details of the proposed work plan and schedule, including;
 - The start date;
 - The approximate number of feral rabbits to be removed for the stated price;
 - An outline of the methodology to be used to locate and trap the feral rabbits including but not limited to types of traps and bait to be used, frequency of trap inspection, method of rabbit removal;
 - An outline of the method of euthanasia (if applicable) and supporting letters deeming this method to be humane by appropriate agencies such as the Alberta SPCA and/or the Alberta Veterinary Association;
 - An outline of the method and location for spaying/neutering (if applicable) and a letter of commitment from the licensed veterinarian agreeing to perform said services for the price disclosed in the proposal.
 - A detailed description and additional information related to final location feral rabbits are to be transported to including a letter of commitment from the recipient agreeing to the terms set out in the proposal;
- An outline of the proponent's experience, qualifications, personnel and references where similar services and scope were provided; and
- Any additional information which the contractor feels would assist the selection committee in their decision making process.

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CANADA T1W 1K8 Fax: (403) 678-1586

Request for Proposals Feral Rabbit Control

6. PROPOSAL REQUIREMENTS

6.1. Proposal Submission Deadline and Location

The Proponent's proposal must be submitted by the following closing date and time:

Tuesday September 6, 2011, 14:00 hours Canmore time

Proposals may be delivered by hand, courier or mail to the following address.

Town of Canmore
Attn: Greg Burt
100 Glacier Drive
Canmore, Alberta T1W 1K8

Electronic PDF copies addressed to the program manager will also be accepted at gburt@canmore.ca.

Failure to submit the Proposal by the requested timeframe and at the designated location will result in the Proposal no longer being eligible for consideration and it will be returned unopened to the Proponent.

6.2. Period of Commitment

The Proponent agrees to honor the commitments, details and representations contained in their Proposal response for a minimum ninety (90) day period.

7. Additional information

7.1. This is a Request for Proposals and is not a contract tender call. No contractual, tort or other legal obligations are created or imposed on the Town by the RFP documentation or by submission or consideration of any Proposals by the Town.

7.2. Further Information

It is the Proponent's responsibility to clarify interpretation of any terms in the RFP prior to submitting the Proposal by contacting the RFP Manager.

7.3. Incurred costs/Proposal Return

The Town shall not be responsible or liable for any costs associated with the preparation and presentation of the Proponent's Proposal in response to this RFP.

7.4. Response Property

The Proposal and accompanying documentation submitted by the Proponent becomes the property of the Town and will not be returned.

7.5. The Town may reject the lowest cost proposal, or any or all proposals.



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Request for Proposals Feral Rabbit Control

7.6. References

The Town requires that any bidder submit the names of two references.

The Town may contact references provided by Proponents. The Town may also contact references known to the Town, including Town staff, but not provided by the Proposals. Any information obtained from references may be used by the Town in evaluation of the Proposals.

8. Information to Proponents

8.1. Contracts for Proposal Information and Questions

Any questions or requests for information in regards to this RFP must be directed in writing to:

Project Manager:

Greg Burt
Manager of Bylaw Services

Town of Canmore
100 Glacier Drive
Canmore, Alberta T1W 1K8

Phone (403) 678-1576
Fax (403) 678-1586
Email: gburt@canmore.ca

All questions and subsequent answers from the RFP Manager will be recorded and may, at the Town of Canmore's discretion, be distributed to all Proponents participating in the RFP.

The Proponent has the responsibility at all times to notify the RFP Manager by email of any ambiguity, divergence, error, omission, oversight or contradiction contained in the RFP as it is discovered or to request any instruction, decision or direction which may be required to prepare its Proposal. In order for the Town to deal effectively with any concern about any provision of the RFP, such concerns must be communicated in writing to the RFP Manager by 23:59:00 Thursday September 1, 2011 Canmore time.

8.2. Confidentiality

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Information pertaining to the Town or its Tenants obtained by the Proponent, its employees and agents as a result of its participation in relation to the RFP, is confidential and must not be disclosed by the Proponent except as authorized in advance by the Town.

- 8.3. **Proposal Ambiguities**
Proposal responses which are incomplete, conditional or obscure, incorrect, or in any way fail to conform to the requirements of the RFP, or which contain alterations, erasures, or irregularities of any kind may be rejected.
- 8.4. **Disqualification**
A Proposal shall be disqualified and not receive further consideration by the Town where:
 - a) The Proposal has failed to meet or has not been submitted in accordance with instructions and the procedural requirements of this RFP;
 - b) The Proponent fails to cooperate in any attempt by the Town to verify information contained in their Proposal submission;
 - c) At any time during the RFP process it is found and at the Town's sole and absolute determination, that the Proposal contains incomplete, false, or misleading information or a conflict of interest exists; and
 - d) The Proposal meets any grounds for disqualification set out elsewhere in this RFP invitation.
- 8.5. **Closing of RFP**
Proponents may not submit new or revised Proposals after the specified deadline date and time. The opening of the Proposals will be closed to the public.
- 8.6. **The Labour Relations Code**
The Contractor shall comply with all applicable provisions of the Labour Relations code and the Employment Standards code and all regulations made thereunder and any amendments thereto or any code or act passed in substitution therefore together with the applicable regulations as amended from time to time. Without limiting to the generality of the foregoing, The Contractor shall pay all of your employees as required by the said act and the said regulations then in force.
- 8.7. **The Occupational Health and Safety Act**
The Contractor shall comply with all the provisions of the Occupational Health and Safety Act (RSA), 1980, Chapter O-2, and all amendments thereto, and all regulations now or hereafter made thereunder, and shall indemnify the Town in respect to all matters arising out of or in connection with the Contractor's failure to comply in respects with applicable provisions of the said act and regulations.
- 8.8. **Mutual Termination**
With mutual agreement of both parties, upon receipt and acceptance of not less than sixty (60) days written notice, the Contract or part of the Contract may be terminated on a agreed date prior to the end of the Contract period without penalty to either party.

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SIGNATURE FORM RFP-Business

The following signature form must be included as part of your Proposal Response. Failure to include the signature form with the response may result in the disqualification of the response.

The undersigned company represents and warrants that it is authorized to carry on business of this nature and that it is not disabled from performing the contract if awarded by any law of Canada or of the province of Alberta. The undersigned also acknowledges receipt, understanding, and has taken into consideration all the information presented in the Request for Proposal. The undersigned further confirms and agrees that the person whose name is set out below is fully authorized to represent the company and to bind it to this response and contracts awarded pursuant to it and in all matters relating to or arising out of the subject matter of this response.

Business Name

Date

Mailing Address

Name and Title (Please Type or Print)

City, Province, and Postal Code

E-Mail Address

Phone and Fax Number

Authorized Signature

Website (if applicable)

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SIGNATURE FORM RFP-Non profit organization

The following signature form must be included as part of your Proposal Response. Failure to include the signature form with the response may result in the disqualification of the response.

The undersigned company represents and warrants that it is authorized to carry on business of this nature and that it is not disabled from performing the contract if awarded by any law of Canada or of the province of Alberta. The undersigned also acknowledges receipt, understanding, and has taken into consideration all the information presented in the Request for Proposal. The undersigned further confirms and agrees that the person whose name is set out below is fully authorized to represent the company and to bind it to this response and contracts awarded pursuant to it and in all matters relating to or arising out of the subject matter of this response.

Non-Profit Name

Date

Mailing Address

Name and Title (Please Type or Print)

City, Province, and Postal Code

E-Mail Address

Phone and Fax Number

Authorized Signature

Website (if applicable)

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**Feral Rabbit Control RFP
Addendum No. 1**

**Town of Canmore
Feral Rabbit Control**

**Addendum No.1
Date of Issue: August 31, 2011**

GENERAL

This Addendum shall form part of the Request for Proposal of the above project and shall be read in conjunction therewith.

Details of Addendum No.1

The Request for Proposals is amended as follows:

1. The closing date of the Request for Proposals is extended from Tuesday September 6, 2011 to **Tuesday September 13, 2011, 14:00 hours Canmore time.**

END OF ADDENDUM No. 1