TERMS OF REFERENCE

Peace Regional Energy Alliance (PREA)

Infrastructure and Municipal Readiness Sub Committee

The Infrastructure and Municipal Readiness Sub-Committee is established by the Peace Regional Energy Alliance (PREA) to lead the regional planning, infrastructure assessment, emergency responsiveness, and municipal alignment required for the future establishment of a nuclear facility in the Peace Region.

1. Purpose & Mandate

The primary purpose of the sub committee is to proactively prepare the Peace Region's municipalities and regional infrastructure for the unique lifecycle demands of a commercial nuclear facility. The sub committee will serve as the central coordinating body to evaluate regional capacity, establish and direct professional engineering studies, identify infrastructure gaps, and streamline municipal regulatory frameworks to ensure the region is "investment ready."

2. Scope of Work & Responsibilities

The sub committee's core responsibilities are categorized into four pillars:

- **Infrastructure Assessment:** Evaluate existing regional transportation networks (road, rail, air), heavy-haul routes, water supply, wastewater treatment, and grid interconnection capabilities against nuclear project requirements. Assign or direct project study engineers to conduct professional studies.
- **Municipal Zoning & Regulatory Alignment:** Review and harmonize municipal development plans, land-use bylaws, and zoning regulations across member municipalities to accommodate a major industrial nuclear deployment.
- **Community & Housing Capacity:** Project population growth driven by construction and operational workforces, and develop regional strategies for housing, emergency services, healthcare, and educational infrastructure.
- **Supply Chain & Workforce Readiness:** Identify local sourcing opportunities and municipal-level partnerships with regional colleges to support specialized labor and supply chain demands. Work with the Alberta government's guidelines and 2027 Public Policy Framework for nuclear development.

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3. Membership & Composition

To ensure balanced regional representation and professional execution, the sub committee shall consist of exactly **16 designated representatives**, structured as follows:

- **Chair:** One (1) Elected Official (Mayor or Reeve) from a PREA member municipality.
- **Vice-Chair**: One (1) Senior Municipal Administrative Lead (CAO) from a PREA member municipality.
- **Outreach Coordinator**: One (1) Currently PREA Member
- **Municipal Representatives:** Four (4): Senior administrative Engineering/Emergency or Public Works staff (CAOs/City Planners) from key PREA member municipalities in the Peace Region.
- **Economic Development & Industry Experts:** Two (2) Representatives from regional economic development alliances and local industrial supply chains representative.
- **Public At Large Engineering/Infrastructure & Utility Specialists**
  Four (4): Experts from regional engineering/transportation, water/waste management, and electrical transmission/utilities private - sectors.
- **Community Stakeholders:** One (1) Community at large representatives with special interest in development and community infrastructure.
- **Communication Industry Lead:** One (1) individual representing regional/national key communications, communication media lead or consultant and advisor.
- **Proponent Representative - Energy Alberta Liaison**: One (1) A dedicated technical or project management representative from Energy Alberta **(non-voting/advisory role only**).

4. Governance & Reporting

- **Reporting Structure:** The sub committee is directly accountable to the main Board of Directors of the Peace Regional Energy Alliance (PREA). The sub committee does not possess independent fiscal or regulatory authority. All strategic layouts, budget allocations, and major event vendor contracts must be submitted as recommendations to the main PREA Board for formal ratification.

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- **Deliverables:** The sub committee will submit quarterly progress updates and deliver a comprehensive Peace Regional Municipal Nuclear Readiness Strategy Report within 18 months of activation.

- **Quorum:** A quorum shall consist of a simple majority of voting members (9 of 16).

5. Meetings & Administrative Support

- **Frequency:** Meetings will be held monthly, or at the call of the Chair as project milestones dictate.

- **Format:** Meetings may take place in person at a designated PREA municipal office or via a secure hybrid/virtual platform.

- **Secretariat:** Administrative and secretarial support (agendas, minutes, and document management) will be provided by PREA staff.

6. Term

- **Term:** This Terms of Reference is effective as of November 2026 and will remain in effect until the conclusion of the municipal readiness phase or until dissolved by the PREA Board.

Amendments: This document may be amended by a two-thirds majority vote of the sub-committee, subject to final approval by the PREA Board.

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