



Request for Decision

Agenda Date: October 20, 2017
Date: October 25, 2017
Memo to: Council
From: Chief Financial Officer
Subject: Storm Sewer Infrastructure Grant

Recommendations/Options:

THAT Council approves the CAO to sign the Terms and Conditions for the Infrastructure Planning Grant Project #P175420-Storm Water Infrastructure Assessment.

Purpose/Issue

The signing of the Terms and Conditions for the Infrastructure Planning Grant is required by the Province to indicate the Village of Clinton acceptance of the Terms and Conditions as outlined. Signed copies of the Terms and Conditions must be returned to the Province by November 10, 2017.

Background

The Village of Clinton submitted a grant application for the Storm Sewer Assessment on May 26, 2017. The project entails video scoping the current storm water infrastructure. The imagery will be uploaded to our current asset management inventory system and be utilized for infrastructure condition assessments and criticality analysis. The Village was notified at UBCM that their application was successful. The 2017 budget allocated the funds for this project to proceed if the grant was successful.

Financial Impact

Due to the lateness in receiving grant funding approval, the project will begin in the Spring of 2018 and be reflected in the 2018 budget. The Village is approved for \$10,000. Grant = 100% of the 1st \$5,000 and 50% on the next \$10,000, therefore, the total project costs is \$15,000, with the Village contribution being \$5,000.

Joanne Molnar, CFO

Attachments: Terms and Conditions

Terms and Conditions

Attached to the *Local Government Grants Act (Act)* infrastructure planning grant for the **Village of Clinton**.

Eligible costs:

The grant is payable towards the eligible costs of the **Storm Water Infrastructure Assessment**. Eligible costs are as defined in the Act and its accompanying regulations.

Provincial contribution:

In accordance with the Act, grant payments shall not exceed the lesser of the amount of the grant, **\$10,000**, or the amount as calculated in accordance with the following formula:

$$\text{Grant Amount} = (A+B), \text{ where}$$

A=100% of the first \$5,000 of the costs to the **Village of Clinton**; and

B= 50% of the next \$10,000 of the costs to the **Village of Clinton**.

Eligible costs do not include administration or administrative overhead, interest or carrying charges.

Expiry Date:

The Province of British Columbia's commitment will expire on **March 31, 2020**.

Deadline Extension:

Should unforeseen circumstances delay the completion of the project, consideration may be given to an extension of one year if a written request is received one month prior to the expiry date.

Payment of Claims:

1. The project number assigned to this grant is **P175420**. This project number should be quoted on all claims or correspondence related to this project.
2. To claim payment of the grant, the following documentation must be forwarded before the expiry date to the Infrastructure and Engineering Branch, Ministry of Municipal Affairs and Housing, PO Box 9838 Stn Prov Govt (4th Floor-800 Johnson Street) Victoria, BC V8W 9T1 or by email to infra@gov.bc.ca:
 - a) A copy of the study (see program guide for details);
 - b) A claim form with original signatures;
 - c) Copies of the invoices for all work undertaken to complete the report; this should include details of all times and charges;
 - d) A schedule detailing the cost (time and charges) for in-house resources used to prepare the report;
 - e) Signed Terms & Conditions; and
 - f) Signed Certificate Form.

3. The Province reserves the right to reduce or deny payments if the amounts claimed are unreasonable or ineligible.
4. The Province will not pay a claim after the expiry date.

Other:

Change in scope requests will only be considered where any substitute study would fulfil the objectives for which the grant was approved.

Release of Information:

With discretion, the Ministry of Municipal Affairs and Housing may wish to publish, release or otherwise disseminate information related to the study or plan, including the final report. The **Village of Clinton** will be notified prior to doing so.

Consideration for Future Grants:

The **Village of Clinton** is advised that the allocation of any future study or capital grants will be subject to additional evaluation criteria developed by the Ministry of Municipal Affairs and Housing in consultation with the Ministries of Health; Environment & Climate Change Strategy; and Energy, Mines & Petroleum Resources. The criteria will require applicants for future grants to identify that:

1. They have considered one or more of the following matters in the plan or capital project:
 - comprehensive water use efficiency planning;
 - integration of water supply and wastewater infrastructure needs;
 - Liquid Waste Management Plans;
 - asset management;
 - energy efficiency;
 - low impact development;
 - sustainable green infrastructure;
 - use of public-private partnerships;
 - smart growth.
2. The plan or capital project, where appropriate and cost effective, incorporates one or more of these matters.

Where a future capital grant or planning grant program evaluates projects according to a matrix based on the protection of human health and the environment, preference will be given to those applications that address the criteria listed above.

Please indicate your acceptance of these terms and conditions by signing and mailing one copy of this Terms and Conditions to the mailing address below and emailing a second copy to the email address below:

Ministry of Municipal Affairs and Housing
Local Government Infrastructure and Finance Branch
PO Box 9838, STN PROV GOVT
Victoria, BC V8W 9T1

Email: INFRA@gov.bc.ca

Attention: Madelaine Martin, Infrastructure and Engineering

On behalf of the **Village of Clinton**, I accept the afore-mentioned Terms and Conditions.

Signature

Name

Title

Date