

**DATE:** September 29, 2020  
**TO:** Chair and Directors  
Committee of the Whole  
**FROM:** Russell Dyson, Chief Administrative Officer  
**RE:** **Grant Status Report – September 30, 2020**

**FILE:** 1855-01

Supported by Russell Dyson  
Chief Administrative Officer  
*R. Dyson*

### **Purpose**

To provide an update regarding grant applications and the status of approved grants.

### **Recommendation from the Chief Administrative Officer**

This report is provided for information only.

### **Executive Summary**

Since the previous grant status report as at June 30, 2020, the Comox Valley Regional District (CVRD) received notification of approval or had the condition of confidentiality lifted for the following grant applications:

- BC Active Transportation Infrastructure (BCATI) Multi Modal Transportation Network (\$47,500)

The following grant projects were completed during the period:

- UBCM – Housing Needs Reports Program (\$105,000)
- UBCM – Urban Communities Partnering for Reconciliation (\$10,000)
- Min of Municipal Affairs and Housing – Composting Toilet Residuals Hornby (\$10,000)
- NDIT – Hornby and Denman Islands Connectivity Strategy (\$15,000)

The following grants were applied for during the same period or are being reported here because they were not included in the previous staff report.

- BC Ministry of Environment – Wood Stove Exchange (\$29,000) – Application Sep 2020
- Vancouver Island Health – Community Wellness Grant (50,000) – Application Feb 2020
- UBCM – CEPF: 2020 Flood Risk Assessment, Flood Mapping, and Flood Mitigation Planning (\$150,000) – Application January 2020

A summary status report is attached as Appendix A, detailing the current grants and grant applications for the CVRD.

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**Policy Analysis**

Bylaw no. 89 delegates grant funding opportunities to the corporate financial officer or deputy when the opportunity,

- is concurrent with the current financial plan and would not require a financial plan amendment;
- is consistent with the corporate work plan or is included on the work plan;
- has been reviewed with member municipalities, the K'ómoks First Nation and other agencies, as applicable, and identifies any partnering opportunities, reduces duplication of effort and competition between member municipalities and other local groups;
- applies to regional priorities; and
- is approved by the corporate financial officer following review and consideration of relevant criteria.

**Options**

This report is for information only.

**Financial Factors**

The approved grants are included in either the capital or operational budget for the appropriate service in the 2020-2024 financial plan with the exceptions of the BC Active Transportation Infrastructure (BCATI) Grants, TreeCanada grant and UBCM Poverty Reduction grant which were recent additions. For many projects, the grant funding is one of the major factors in the decision matrix to proceed with the project scope and timeline.

**Legal Factors**

Each grant agreement has its own terms and conditions regarding eligible expenses, claim submission and reporting requirements for both financial transactions and project progress.

**Regional Growth Strategy Implications**

The Regional Growth Strategy is part of the initial grant exploration process. Grant funding opportunities are evaluated against the eight Regional Growth Strategy policies identified:

- Housing: Ensure a diversity of housing options to meet evolving demographics and needs;
- Ecosystems, natural areas and parks: Protect, steward and enhance the natural environment and ecological connections and systems;
- Local economic development: Achieve sustainable, resilient and dynamic economic that supports businesses and entrepreneurship;
- Transportation: Develop accessible, efficient, affordable and connected multi-modal transportation network;
- Infrastructure: Provide affordable, effective and efficient infrastructure that conserves land, water and energy resourced;
- Food system: Support and enhance the agriculture sectors and increase local food security;
- Public health and safety: Support a high quality of life through the protection and enhancement of community health, safety and well-being; and
- Climate change: Minimize regional greenhouse gas emissions and plan for adaptation.

**Intergovernmental Factors**

Grant funding opportunities are usually a combination of federal, provincial and regional funds with individual grants participating at different levels of the funding mix.

Occasionally funding opportunities arise that will allow for partnership between the K'ómoks First Nation or other municipalities.

**Interdepartmental Involvement**

Grant opportunities that are relevant to many branches are communicated to the greater team and collected and presented to executive management to ensure alignment with board strategic drivers and to ensure the projects supported for grant application align with corporate priorities.

**Citizen/Public Relations**

Some of the grant agreements require permanent or temporary signage or some form of public acknowledgment of the funding, or other public communication identifying objectives achieved and relevant grant funding contributions.

Attachments: Appendix A – Grant Status Report – September 30, 2020

**Appendix A**  
**Local Government Grants - Comox Valley Regional District**  
**Status Report at September 30, 2020**

Approved Grants	Grant Amount	Costs	Grant Scope/Description	Jurisdiction	Expiry	Project Status - September 30, 2020
<b>New Building Canada Fund – Small Communities Fund</b>						
New Building Canada Fund – Small Communities Fund (NBCF-SCF) -Comox Strathcona Waste Management Regional Organics Composting Facility Project	\$5.5M	\$15.5M	Grant supports the development and build of a regional organics composting facility and transfer station for the CSWM area. The project will <ul style="list-style-type: none"> <li>• increase waste diversion</li> <li>• extend life span of current landfill</li> <li>• reduce GHG</li> <li>• create employment opportunities</li> </ul>	CSWM service area	31-Mar-22	Design-build procurement closed July 2020. No proposals were received. Staff decided on a design-bid-build (DBB) procurement, and an RFP for a design consultant was issued September 2020.
<b>Canada-BC Clean Water Wastewater Fund</b>						
Canada-BC CWWF Funding - Black Creek - Oyster Bay Water Supply Security	\$564,815	\$680,500	Grant supports drilling and constructing a 6" test well and a 12" production well for the Oyster River water treatment facility.	Electoral Areas C & D	31-Mar-22	CVRD and SRD staff are working on an access agreement for the Oyster River Nature Park. In parallel drilling and development of the production well is underway within the park and expected to be complete by end of September.
ICIP - Comox Valley Water Treatment Project Phase 3 - Construction	\$62,895,228	\$110,600,000	Grant supports Phase 3: Construction of the Comox Valley Water Treatment Project and The Extension of Water Services South Project	Regional Water	31-Mar-23	<ul style="list-style-type: none"> <li>• Raw water pump station: horizontal drilling of marine intake currently 40% complete, electrical building complete, new access road complete</li> <li>• Raw water transmission main: installation complete</li> <li>• Water Treatment Plant: the Filter Gallery and Electrical area as the plant continues to take shape above ground level. Concrete was poured for the Administration and Flash Mixing slab and walls. Concrete was also poured for a number of walls including the Dewatering Area, Flot Tank, Electrical Room and Clearwell with the associated conduit, pipe penetrations and sleeves being poured into place.</li> <li>• Treated Water Transmission Main: 50% installed</li> </ul>
<b>Infrastructure Planning Grants</b>						
Ministry of Municipal Affairs and Housing - UBID Infrastructure Assessment Study Update	\$7,500	\$10,000	Grant supports updating an existing infrastructure assessment study for the UBID as part of a conversion study.	Area A Baynes Sound	31-Mar-22	Project work includes governance review, infrastructure assessment and communications to compare a conversion with continuing as an improvement district. Draft report published in September 2020, final report presented to Board September 30, 2020, and public engagement to follow in fall.
<b>Other Grants</b>						
Ministry of Forests, Lands and Natural Resource Operations-Administrative Invasive Plant Grant-Coordination & Awareness-Phase 5	\$37,500	37,500	Grant supports <ul style="list-style-type: none"> <li>• enforcement of current invasive plant and noxious weeds bylaws</li> <li>• development of an educational awareness program</li> <li>• coordination with other organizations</li> <li>• establishing an invasive plant, noxious weed reporting system.</li> </ul>	Electoral Areas A, B, & C	31-Mar-21	<ul style="list-style-type: none"> <li>• Broombusters work completed</li> <li>• Coastal ISC conducted 35 site evaluations and treatments</li> <li>• Education outreach: Large group outreach programs cancelled and replaced with individual direct email, website updates, and emails</li> <li>• Giant Hogweed and Knotweed outreach as part of the Knot On My Property (KOMP) program</li> </ul>
Vancouver Island Health Authority (Island Health) - Community Wellness Granting Program	\$98,933	\$98,933	Grant supports the development and establishment of new community wellness programs and initiatives with a focus on creating positive health outcomes within the community.	Regional	31-Dec-20	This grant continued to support top-up incentives for residents to switch to cleaner heat sources through the Wood Smoke Reduction Program.
Vancouver Island Health Authority -- Comox Valley Community Health Network (CVCHN)	\$240,000 (\$80,000 - 3 Years)	\$240,000	Grant supports the development of shared understanding, shared priorities, and shared actions to address the social determinates of health and modifiable risk factors in the Comox Valley region.	Regional	31-Mar-21	<ul style="list-style-type: none"> <li>• Consultants hired and are starting work on Community Drug Strategy. The deadline may have to be extended.</li> <li>• Members of the Health Network and staff of the Regional District participated in an equitable engagement webinar hosted by BC Healthy Communities in advance of the Poverty Reduction Strategy process. Engagement with persons with lived experience of poverty is a provincial requirement for this process.</li> <li>• As a follow up to our community debrief conversations we are hosting six additional conversations targeted at the following populations: frontline retail workers, youth, outreach workers, caregivers of children and adults with disabilities and the elderly, parents of young children and staff from long term care and homecare.</li> <li>• Members of the network leadership team are participating in an online training course on Inclusive Leadership offered by the Inclusive Leadership Cooperative</li> </ul>
BC Ministry of Environment & BC Lung Association-- Provincial Woodstove Exchange Program	\$29,000	\$29,000	Grant supports offering rebates to residents who replace old, inefficient, non-CSA/EPA heating units with more efficient heating ones, such as, pellet stoves, gas stoves, and heat pumps. Grants also supports hiring of a contractor to promote the program and educate the public on burn-it-smart techniques.	Regional	TBD	Wood Smoke Reduction Coordinator continued to promote the program, coordinate rebate applications, and educate on smart burning techniques.

**Appendix A**  
**Local Government Grants - Comox Valley Regional District**  
**Status Report at September 30, 2020**

Approved Grants	Grant Amount	Costs	Grant Scope/Description	Jurisdiction	Expiry	Project Status - September 30, 2020
Vancouver Island Health Authority (Island Health)	\$35,000	\$35,000	Grant supports increasing the rebate amount for those exchanging their wood burning appliances for cleaner energy options such as heat pumps. The rebates target conversions in high emission neighbourhoods.	Regional	31-Dec-20	The CVRD identified West Courtney and the Village of Cumberland as the wood smoke hot spot areas. Residents in these areas were offered a generous top-up rebate of \$2,500 for exchanging a woodstove to an electric heat pump to promote better air quality as well as reduce greenhouse gas emissions.
Investment Agriculture Foundation of BC. Agricultural Watershed Planning pilot program - lower Tsolum River watershed agricultural planning	\$35,000	\$70,000	Grant supports phase two of the project: <ul style="list-style-type: none"> <li>• develop a water budget, identifying ground and surface water volumes and interactions</li> <li>• access environmental flow needs and on-farm storage opportunities</li> <li>• engage with Province in Water Sustainability Planning, and align to guidelines for the establishment of an Agricultural Water Reserve and a Water Sustainability Plan.</li> </ul>	Electoral Area 'C' Wolf Lake - Lower Courtenay River/Tsolum River Watershed	31-Mar-21	Phase 2 work is ongoing, with technical work well underway. To accommodate modified engagement due to COVID-19, a project completion date of March 31, 2021 has been approved by IAFBC.
Ministry of the Environment and Climate Change Strategy - (Organics Infrastructure Program) OIP	\$908,724	\$15,500,000	Grant will support Regional Compost Facility - Increasing capacity: changed estimates in tonnages processed.	Regional	31-May-22	Design-build procurement closed July 2020. No proposals were received. Staff decided on a design-bid-build (DBB) procurement, and an RFP for a design consultant was issued September 2020.
Ministry of Municipal Affairs and Housing - Restructure Planning Grant UBID	\$30,000	\$30,000	Grant supports the assessment of the UBID's current governance and administration of water, fire protection and street lighting services in Union Day.	Area A Baynes Sound	30-Oct-20	Project work includes governance review, infrastructure assessment and communications to compare a conversion with continuing as an improvement district. Draft report published in September 2020, public engagement to follow in fall.
BC Hydro - TreeCanada Community Tree Planting Program	\$3,700	\$10,500	Grant will support the creation of hedgerow next to the One Spot Trail to screen neighbouring cattle farm operations and create bird habitat.	Area C	31-Oct-20	Planting is scheduled to begin and be completed in October 2020.
UBCM - Poverty Reduction Planning & Action	\$100,000	\$200,000	Grant will support the development of a local poverty reduction assessment and strategy that addresses the priority action areas identified in TogetherBC: Housing, families, children and youth, income and social supports.	Regional	01-May-21	RFP has closed and submissions are under review.
UBCM - CEPF: Volunteer & Composite Fire Departments Equipment and Training	\$100,000	\$100,000	Grant will support Fire Departments' purchases of new or replacement equipment.	Hornby Island Denman Island Oyster River Fanny Bay	12-Feb-21	<ul style="list-style-type: none"> <li>• Each CVRD fire department has started the procurement of approved equipment.</li> <li>• We anticipate all purchases to be completed in the fall of 2020 with final reporting to UBCM by the end 2020</li> </ul>
2020 Community Resiliency Investment Program (CRI) Fire smart Community Funding Supports - UBCM	\$43,900	\$43,900	Grant will build on the CWPP and support the creation of a formal process for educating communities and neighbourhoods on how to become Fire Smart Communities and Fire Smart Champions.	Regional	TBD	<ul style="list-style-type: none"> <li>• In context of COVID 19 and Public Health Orders regarding physical distancing, the project was not able to undertake community workshops and training</li> <li>• CVRD has received support from Wildfire Branch and UBCM grant administrator, to amend the application to allocate resources towards a chipper program to facilitate the removal of fuel debris from within Priority Zones of residential properties.</li> </ul>
Ministry of Transportation and Infrastructure - BC Active Transportation Infrastructure	\$35,000	\$50,000	Grant will support construction of the Gull Road trail, a 2.2 meter wide multi-use gravel trail that will start at St. John's Road and end at Fowler Road on Hornby Island	Area A Hornby Island	31-Dec-20	.Construction started September 2020. Project completion estimated October 2020.
Ministry of Transportation and Infrastructure - BC Active Transportation Infrastructure	\$47,500	\$95,000	Grant will support the implementation of RGS goals by developing an accessible, efficient, and affordable multi-modal transportation network that connects town centres.	Regional	31-Dec-20	Received approval Aug 2020.
Completed Grants	Grant Amount	Costs	Grant Scope/Description	Jurisdiction	Expiry	
UBCM - Housing Needs Reports Program (Comox Valley Regional Housing Needs Report)	\$105,000	\$150,000	Grant will support a regional housing report. <ul style="list-style-type: none"> <li>• create understanding of our Regional Housing Profile</li> <li>• lay groundwork for a Regional Housing Strategy</li> </ul>	Regional	08-Sep-20	Final Report Submitted September 2020.
UBCM - Urban Communities Partnering for Reconciliation	\$10,000	\$10,000	Grant will support the development of a youth cultural camp in partnership with the Wachiyay Friendship Centre.	Regional	Sep-20	Final Report to be submitted September 2020.
Min. of Municipal Affairs and Housing	\$10,000	\$10,000	Grant supports a feasibility study - Composting Toilet Residuals Management on Hornby Island	Area A Hornby Island	31-Mar-21	The completed study was presented to the EASC on September 2020.
Northern Development Initiative Trust - Hornby and Denman Islands Connectivity Strategy	\$15,000	\$36,517	Grant will support securing technical expertise: <ul style="list-style-type: none"> <li>• for accessing digital readiness</li> <li>• for developing a feasible Digital Roadmap</li> <li>• for Business planning and Implementation</li> </ul>	Area A Hornby and Denman Islands	16-Aug-20	The CVRD received \$15,000 from Northern Development Initiative Trust May 2020. CVRD acted as a third party, "flow through" for the NDIT funding to HICEEC for the DI/II connectivity project. The funds were fully expended and a final report was prepared and submitted by HICEEC.

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Approved Grants	Grant Amount	Costs	Grant Scope/Description	Jurisdiction	Expiry	Project Status - September 30, 2020
<b>Applications Submitted /To be Submitted - No status received to date</b>						
UBCM - CEPF: 2020 Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning	\$150,000	\$250,000	The grant will support the flood mitigation planning phase of the project, building from the recommendations of earlier work.	Areas A, B, and C	TBD	Application Submitted January 2020.
Investing in Canada Infrastructure Program - Denman Island Water Treatment Project - IG0225	1,462,933 Estimated	\$1,995,000	Grant will support construction of new water treatment infrastructure, and the conversion of the GLID into a CVRD service area.	Area A Denman Island	Dec 31, 2022 Estimated	Application Submitted February 2020.
Vancouver Island Health - Community Wellness Grant	\$50,000	\$50,000	Grant will be used to establish an Airshed Roundtable to create and implement a Regional Airshed Protection Strategy	Regional	30-Sep-21	Application Submitted February 2020.
Investing in Canada Infrastructure Program - Baynes Sound Sewer Extension Project - Phase 1	20,441,253 Estimated	\$34,224,852	Grant will support sewer infrastructure that will provide enhanced water quality for the Baynes Sound region and support KFN in building capacity towards independent government and future economic stability.	Area A Baynes Sound	Oct 1, 2023 Estimated	Application Submitted March 2020.
BC Ministry of Environment - Wood Stove Exchange	\$29,000	\$29,000	Grant will support air quality awareness and woodstove exchanges. It will build on the current program to include KFN households and will support the Regional Airshed Roundtable.	Regional	Dec 31, 2021 Estimated	Application Submitted September 2020.