

DATE: October 3, 2019

FILE: 1855-01

TO: Chair and Directors
Committee of the Whole

Supported by:

FROM: Russell Dyson, Chief Administrative Officer

R. Dyson

RE: Grant status report

Purpose

To provide a quarterly 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

For the period July 1, 2019 to September 30, 2019 the Comox Valley Regional District (CVRD) received notification of approval or had the condition of confidentiality lifted for the following grant applications:

- UBCM – Urban Communities Partnering for Reconciliation. Grant amount \$10,000.
- UBCM – National Disaster Mitigation Program (NDMP) Flood Mapping \$500,000
- UBCM – Housing Needs Reports Program. Grant amount \$105,000

During the same period, the CVRD sponsored and received approval for the following grant application:

- Northern Development Initiative Trust – Hornby and Denman Islands’ Connectivity Strategy \$15,000

The following grant projects were completed during the period:

- UBCM – Community Emergency Preparedness Fund – EOC Generator \$25,000
- UBCM – Strategic Wildfire Prevention Program, Community Wildfire Protection Plan \$45,008

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 2019-2023 financial plan with the exceptions of the Child Care Planning Grant, which was a recent addition, and the Northern Development Initiative Trust, for which the CVRD is the sponsor of the grant. 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

Not relevant.

Citizen/Public Relations

Some of the grant agreements require permanent or temporary signage or some form of public acknowledgment of the funding.

Attachments: Appendix A – Grant Status Report – September 30, 2019

Appendix A
Local Government Grants - Comox Valley Regional District
Status Report at September 30, 2019

| Approved Grants | Grant Amount | Costs | Grant Scope/Description | Jurisdiction | Expiry | Project Status - Sep 30, 2019 |
|---|--------------|---------------|--|---------------------------|-----------|---|
| New Building Canada Fund – Small Communities Fund | | | | | | |
| New Building Canada Fund – Small Communities Fund (NBCF-SCF) -Comox Strathcona Waste Management Regional Organics Composting Facility Project | \$5.5M | \$8.5M | 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"> • increase waste diversion • extend life span of current landfill • reduce GHG • create employment opportunities | CSWM service area | 31-Mar-20 | Due to new operational constraints, the preferred Campbell River owned site (Norm Wood Environmental Centre) may not be able to host the compost facility. An alternative CVRD leased site (Campbell River Waste Management Centre) is now being reviewed for feasibility of hosting a composting facility while the preliminary design is in progress. An application to the Agricultural Land Commission has been submitted for the use of this CVRD leased site to host a composting facility. The ALC's decision is expected shortly. Once received, the CVRD will apply to NBCF for a grant extension. |
| Canada-BC Clean Water Wastewater Fund | | | | | | |
| Canada-BC CWWF Funding - Capital Projects Funding - Comox Valley Water Supply Treatment Project | \$4,359,990 | TBD | Grant supports the planning, indicative design, and procurement of construction services for a new water supply system: including a new lake intake, pump station, water treatment plant, and conveyance piping for the Comox Valley Regional District. | Regional Water | 31-Mar-20 | CVRD received and reviewed proposals from the three short-listed design build proponents and a design-build contract was awarded to AECON. The water license application was approved and the Environmental Assessment Exemption Certificate was received. |
| 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-Jul-20 | CVRD is continuing to work collaboratively with the SRD for work within the park. In 2018 the CVRD completed a ground water availability study within the park to further discussions with the SRD in regards to work within the Oyster River Nature Park. CVRD and SRD staff have met to discuss the project and further discussions with FLNRO in regards to the results of the ground water availability study have ensued. |
| 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 | The design-build contract was awarded to AECON and construction will begin in October. |
| Infrastructure Planning Grants | | | | | | |
| Min. of Community, Sport and Cultural Development-Infrastructure Planning Grant Program - Onsite Sewage System Mandatory Maintenance Program | \$10,000 | TBD | Grant supports a study to evaluate the feasibility of implementing an onsite sewage system and mandatory maintenance program for the electoral areas. | Electoral Areas A, B, & C | 31-Mar-20 | A consulting team has been hired and study work is underway. Completion of the study is targeted for early 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 consulting team initiated the study in August, and the first phase consisting of community outreach and engagement is nearing completion. Technical research and analysis of options will commence in fall. Completion of the study is targeted for the end of 2019. |
| Asset Management Grants | | | | | | |
| Federation of Canadian Municipalities- Municipal Asset Management Program - Asset Management planning for Water and Wastewater Services | \$50,000 | \$ 336,060 | Grant supports the development of corporate-wide asset management plans and policies for the implementation of a fully integrated asset management system. Water and wastewater services are a priority, as these services provide water and convey wastewater for approximately 45,000 residents. | Regional | 1-Aug-18 | Final report was submitted in February 2019. MAMP is still in the preliminary stages of its review and will notify the CVRD if more information is required. |
| Union of British Columbia Municipalities - Asset Management | \$15,000 | \$ 336,060 | Grant supports the development of corporate-wide asset management plans and policies for the implementation of a fully integrated asset management system. Water and wastewater services are a priority, as these services provide water and convey wastewater for approximately 45,000 residents. | Regional | 30-Apr-19 | Final report will be submitted shortly. |
| Other Grants | | | | | | |
| UBCM - Community Emergency Preparedness Fund | \$25,000 | \$25,000 | Grant supports the procurement of a portable diesel generator whose primary use is as an emergency back-up power supply to the regional EOC. | Regional | 6-Mar-20 | The generator has been purchased and tested. It will be staged on Denman Island, primarily as an emergency power source for a Reception Centre. If deemed appropriate by the Emergency Program or the EOC (if activated), it could also be used for other purposes during an emergency or disaster. Final report will be submitted to UBCM shortly. |

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|---|-----------------------------------|-----------|--|---|-------------|---|
| 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"> enforcement of current invasive plant and noxious weeds bylaws development of an educational awareness program coordination with other organizations establishing an invasive plant, noxious weed reporting system. | Electoral Areas A, B, & C | 31-Mar-21 | <ul style="list-style-type: none"> Knot on My Property (KOMP) program – management of hogweed and knotweed on private and public property Ongoing inventory survey and treatments in wetlands and watercourses in the Comox Valley. Ongoing invasive plant removal and monitoring in key regional parks. Volunteer efforts on eradicating curled dock along the Little River. Ongoing treatments for Daphne, and Bull thistle Ongoing inventory survey and treatments for hogweed at Portuguese Creek |
| 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 | 7-Mar-20 | A home heating and air quality survey is underway. Brochures that were developed in 2017 are being distributed in wood smoke impacted neighborhoods. Top-up incentives for cleaner heat sources have been provided to wood stove exchange program participants, and continue to be integrated into the exchange program. Funding for the various air quality projects has been allocated through the end of 2020. |
| Ministry of Municipal Affairs and Housing | \$10,000 | | Grant supports the conversion study of the Graham Lake Improvement District becoming a CVRD service. | Denman Island | TBD | The draft conversion study was completed in 2018. Further discussions with GLID regarding conversion occurred over the Summer 2019 and a final revision to the report is expected early Fall 2019. |
| 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 | The Network is in the processes of finalizing their strategic plan and has been involved with multiple community events in their priority areas including seniors housing, food security, and healthy built environment. |
| UBCM - Community Child Care Planning Program | \$75,000 | \$90,000 | Grant supports an independent consultant and focus group activities to develop a Comox Valley Community Child Care Space Inventory and Action Plan. A partnership of Courtenay, Comox and the CVRD. | Regional | 11-Mar-20 | A consulting team has been engaged to prepare the inventory, facilitate focus group meetings of community child care stakeholders throughout the region, and prepare the Action Plan report. Final report expected end of 2019. |
| Community ReGreening Program - BC Hydro | \$4,000 | \$4,000 | Grant supports replanting trees in a portion of the Hardy Road parking area as part of the upgrade project at Seal Bay Park. | Baynes Sd Area B & C | 31-Oct-19 | Planting is slated for October of 2019. |
| BC Ministry of Environment-- Provincial Woodstove Exchange Program | \$35,400 | \$84,850 | 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 | Education Coordinator Contractor has been hired to promote the program and to educate the public on burn-smart techniques. |
| 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-Mar-20 | As of June 16th 2019, incentives increased to \$1,000 for replacing old wood stoves with cleaner heating options: Gas, Pellet, Propance Stove/Insert, and Heat Pumps. |
| Investment Agriculture Foundation of BC. Agricultural Watershed Planning pilot program - lower Tsolum River watershed agricultural watershed planning | \$35,000 | \$70,000 | Grant supports phase two of the project: <ul style="list-style-type: none"> develop a water budget, identifying ground and surface water volumes and interactions access environmental flow needs and on-farm storage opportunities engage with Province in Water Sustainability Planning, and align to guidelines for the establishment of an Agricultural Water Reserve and a Water Sustainability Plan | Electoral Area 'C' Wolf Lake - Lower Courtenay River/Tsolum River Watershed | 30-Jun-20 | In July, the CVRD was awarded \$35,000 to conduct Phase 2 work. A consultant proposal has been received, and commencement of study work is targeted for this fall. |
| Canadian Tire Jumpstart Grant | \$17,816 | \$17,816 | Grant supports youth access to recreational programs | Regional | 25-Nov-19 | Registrations are complete. Seven schools participated. Final report submitted shortly. |
| National Disaster Mitigation Program (NDMP) Union of BC Municipalities (UBCM) - Community Emergency Preparedness Fund (CEPF) | \$500,000 | \$516,500 | Grant will support a flood mapping project for the Regional District's coastline, including a portion of the Oyster River floodplain. | Regional | TBD | Application approved. Confidentiality requirement lifted August 2019. Contract awarded to KWL. |
| UBCM - Urban Communities Partnering for Reconciliation | \$10,000 | \$10,000 | Grant will support the development of a youth cultural camp in partnership with the Wachiy Friendship Centre. | Regional | Summer 2020 | Application approved. Confidentiality requirement lifted Aug 2019 |

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| 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"> • for accessing digital readiness • for developing a feasible Digital Roadmap • for Business planning and Implementation | Area A Hornby and Denman Islands | 16-Aug-20 | Application submitted July 11, 2019. Application approved Aug 16, 2019 |
| 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"> • create understanding of our Regional Housing Profile • lay groundwork for a Regional Housing Strategy | Regional | TBD | Application was submitted May 2019. Application approved Aug 8, 2019 |
| Completed Grants | Grant Amount | Costs | | Jurisdiction | Expiry | |
| UBCM - Community Emergency Preparedness Fund | \$25,000 | \$80,000 | Grant supports the procurement of a stand-by generator to increase the capability of the CV emergency program to operate the EOC, supporting local emergency services and organizations in their efforts to respond to massive and overwhelming needs of the community in the event of massive infrastructure devastation. | Regional | 3-May-19 | The Province completed its review of the final report and released to the CVRD the \$25,000 grant funding |
| Union of British Columbia Municipalities - Strategic Wildfire Prevention Program - Community Wildfire Protection Plan | \$45,008 | \$60,010 | Grant used to develop a wildfire/wildfire urban interface risk mitigation plan. | Regional | n/a | The Province completed its review of the final report and released to the CVRD the balance of the \$45,008 grant funding |
| Applications Submitted /To be Submitted - No status received to date | Grant Amount | Costs | | Jurisdiction | Expiry | |
| Ministry of the Environment and Climate Change Strategy - (Organics Infrastructure Program) OIP | \$908,724 | \$1,364,450 | Grant will support Regional Compost Facility - Increasing capacity: changed estimates in tonnages processed. | Regional | TBD | Expression of Interest submitted November 2018. A formal application was subsequently submitted. The deadline for all follow-up information related to the formal submission was extended to July 4th, 2019. The application is still under review. |
| ICIP - Shingle Spit Boat Launch | \$420,450 | \$435,450 | Grant will support the removal of the existing boat launch at Shingle Spit on Hornby Island and replacement with a new boat launch and parking area. | Hornby Island | TBD | Application submitted Dec 2018. ICIP's decision anticipated late 2019 |