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**To:** Mayor and Council  
**From:** Paul Gipps, CAO

**Meeting Date:** December 2, 2025  
**Meeting Type:** Regular Council Meeting

**Prepared by:** Lauren Sanbrooks, Grant Funding Specialist  
**Department:** Finance & Administration

**Title:** Safe and Active School Routes  
**Description:** Safe and Active School Routes – Grant Application

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### **RECOMMENDATION**

THAT an application to the Safe and Active School Routes Program for up to \$125,000, be supported;  
AND THAT staff be authorized to apply for, receive and manage the grant funding on behalf of the District of Lake Country.

### **EXECUTIVE SUMMARY**

Staff are seeking Council's support to apply for funding through the Federal Green Municipal Fund (GMF) under the *Safe and Active School Routes* Program. This program provides grants of up to \$125,000, covering up to 50% of eligible project costs, to support the planning, design, and construction of infrastructure that improves safety and accessibility for students traveling to school. If successful, the funding will be used to improve active transportation infrastructure along two key collector roads: Camp Road (from Seaton Road to OK Centre Road East) and OK Centre Road East (from Camp Road to Berry Road).

### **DISCUSSION/ANALYSIS**

The Federal *Safe and Active School Routes* Program, administered by the Green Municipal Fund (GMF), provides grants of up to \$125,000, covering up to 50% of eligible project costs. The program is intended to support the planning, design, and construction of active transportation infrastructure, such as sidewalks, pathways, bike lanes, crossings, and safety features, specifically aimed at improving routes to schools. In addition to capital investment, successful applicants join a two-year capacity development program that provides expert training, peer learning, and access to national networks to strengthen planning, community engagement, and long-term implementation.

Through this opportunity, the District is seeking funding to improve active transportation infrastructure along two key collector roads: Camp Road (from Seaton Road to OK Centre Road East) and OK Centre Road East (from Camp Road to Berry Road) (Attachment A – Project Location Plan). These corridors form an essential connection between the residential neighborhoods west of Highway 97 and major community destinations east of the highway, including schools, parks, and the Town Centre. This improvement will not only enhance connectivity but safety for students traveling to school.

Staff successfully completed the required pre-application stage and passed the Program's initial review. The next step is to prepare and submit the full application to the *Safe and Active School Routes* Program. If successful, the grant would support project implementation in 2026.

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**Applicable legislation, bylaws and policies****Council Strategic Priorities 2024-2028:**

Infrastructure (Transportation): *We will increase mobility throughout the community by providing greater access to public transit, enhancing the District's active transportation network, introducing new transportation options, and seeking improvements to the Highway 97 corridor.*

**2018–2038 Official Community Plan**

Section 3: Environment and Sustainability and Section 8: Transportation

**FINANCIAL IMPLICATIONS**

None                       Budget Previously Approved     Other (see below)

A budget request will be brought forward as part of the 2026 Financial Plan. The project is grant dependent and will proceed based on the outcome of the funding application.

**COMMUNICATION**

This application was referred to internal departments.

**ALTERNATE RECOMMENDATION(S)**

1. THAT the application to the Safe and Active School Routes Program be referred back to staff for additional information as identified by Council.

Respectfully Submitted.

**Lauren Sanbrooks, Grant Funding Specialist**

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**Report Approval Details**

Document Title:	Grant Application - Safe and Active School Routes.docx
Attachments:	- Attachment A - Project Location Plan.pdf
Final Approval Date:	Nov 13, 2025

This report and all of its attachments were approved and signed as outlined below:

**No Signature found**

**Matthew Salmon, Infrastructure & Development Engineering Director - Nov 12, 2025 - 8:28 AM**

**Trevor James, CFO, Director of Finance & Administration - Nov 12, 2025 - 9:15 AM**

**Reyna Seabrook, Director of Corporate Services - Nov 12, 2025 - 10:02 AM**

**Paul Gipps, Chief Administrative Officer - Nov 12, 2025 - 1:53 PM**

**Makayla Ablitt, Manager of Corporate Administration - Nov 13, 2025 - 10:14 AM**