
To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: March 4, 2025
Meeting Type: Regular Council Meeting

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

Title: Local Government Infrastructure Planning Grant
Description: To consider Infrastructure Planning projects eligible for a grant application up to \$10,000 each

RECOMMENDATION

THAT an application to the Ministry of Municipal Affairs Local Government Infrastructure Planning Grant Program for the following infrastructure planning projects, in order of priority, be supported in the amount of up to \$10,000 for each project:

1. Flood Management Bylaw project;
2. Eldorado Hydrogeneration Facility Expansion; and
3. Subdivision and Development Services Bylaw - Update;

AND THAT if successful, the 2025 Financial Plan be amended to include the receipt and expenditure of the grant funding.

EXECUTIVE SUMMARY

The Local Government Infrastructure Planning Grant Program (“Program”), funded by the Ministry of Municipal Affairs (the “Ministry”), assists local governments in developing well planned community infrastructure that will improve public health and safety, encourage resilient communities, protect the natural environment while strengthening local and regional economies.

Grants of up to \$10,000 per project are available to assist local governments in developing or enhancing long-term comprehensive plans, including but not limited to asset management plans, integrated stormwater management plans, water master plans, and liquid waste management plans. These grants can be used for a variety of activities that assess the technical, environmental, and/or economic feasibility of local government infrastructure projects. A certified Council resolution is required as part of the application.

Staff recommend submitting three projects for this intake which are detailed below. The Ministry conducts two rounds of review each year. While there is no limit on the number of applications that can be submitted per intake, only a limited number of projects will be selected for each round. Unselected projects will be carried over to the next intake for consideration.

Project selection is based on criteria that prioritize sustainability and resilience. Applications that demonstrate clear long-term planning, contribute to capital projects, and support ecological delivery, climate change adaptation, and community wellness are more likely to be approved.

DISCUSSION/ANALYSIS

Staff recommend that applications for three projects be submitted for this intake, with the understanding that only a limited number of projects will be selected for this round. Unselected projects will be rolled over to the fall intake. If a project is carried over to the subsequent intake, the project manager will assess whether it should remain in consideration or proceed without grant funding.

District staff will manage the applications, administration and delivery enhancements as required under the Program. Should one or all of the grants be successful, existing staff capacity will be used to implement the projects or, where required, consultants may be engaged depending on the project requirements.

The projects are listed in order of priority:

1. **Flood Management Bylaw**

A Flood Management Bylaw has been identified as a need for the District. The main objectives of this project are to establish a bylaw and regulations that designate flood plains, collate and consolidate all relevant legislation, policies, and guidelines into one document, and provide Flood Construction Levels (FCL). Additionally, the project aims to establish other flood-related specifications, including setbacks, design considerations, and usage guidelines for spaces located below the water table or FCL. This project has been identified as the first priority in the application submission. Should the application not be successful, staff will be using internal resources to undertake the project as they became available.

2. **Eldorado Hydrogeneration Facility Expansion**

Staff are planning to conduct an engineering assessment to explore the potential for expanding its existing green energy micro-hydrogeneration facility. The Eldorado 1.1 MW micro-hydrogeneration facility, constructed in 2009, has been supplying excess power to BC Hydro. Currently, approximately 30% of the water passing through the facility is used in the District's water distribution system, while the remaining water is redirected to a nearby watercourse via a bypass pipe, which has an approximate 100-meter elevation drop before reaching the watercourse.

The purpose of the assessment is to determine the feasibility of installing an additional power generator on the bypass pipe, thereby increasing green energy production for the BC Hydro grid. The District will collaborate with an electrical engineering consultant to evaluate options and assess the viability of this expansion.

3. **Subdivision and Development Services Bylaw - Update**

Staff have identified the need to review and update the Subdivision and Development Services Bylaw to ensure consistency with other regulations and bylaws and ensure a streamlined, efficient process is in place. The primary change will be to re-format the document to separate bylaw requirements from technical standards to provide clarity and make the bylaw easier to use. There will also be updates to ensure that technical specifications are consistent with current engineering practices and standards.

Smaller operational grants help offset internal costs and act as a strategic tool to assist larger projects. In addition, they provide an opportunity for the Ministry to become familiar with larger District projects that the smaller operational grants have supported, which may improve success of achieving larger, future grant funding.

ALTERNATE RECOMMENDATION(S)

THAT the proposed applications to the Ministry of Municipal Affairs Infrastructure Planning Grant be referred back to staff for additional information as identified by Council.

Respectfully Submitted.

Lauren Sanbrooks, Grant Funding Specialist

Report Approval Details

Document Title:	Local Government Infrastructure Planning Grant.docx
Attachments:	
Final Approval Date:	Feb 25, 2025

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

Trevor James, CFO, Director of Finance & Administration - Feb 24, 2025 - 10:23 AM

Reyna Seabrook, Director of Corporate Services - Feb 24, 2025 - 12:19 PM

Paul Gipps, Chief Administrative Officer - Feb 25, 2025 - 4:35 PM

Makayla Ablitt, Legislative & FOI Coordinator - Feb 25, 2025 - 4:37 PM