

CITY OF NORTH BATTLEFORD

AGENDA

for

SPECIAL

COUNCIL MEETING

No. 02/20
Tuesday, May 19, 2020
5:15 p.m.



SPECIAL COUNCIL MEETING NO. 2/20

**COUNCIL CHAMBERS, CITY HALL – CENTRAL CONTROL LOCATION
REMOTE LOCATIONS FOR ALL MEMBERS OF COUNCIL AND ADMINISTRATION**

MEETING CONDUCTED VIA ELECTRONIC MEANS

TUESDAY 19 MAY 2020 5:15 P.M.

AGENDA

AGENDA : Approval

NEW BUSINESS : CITY MANAGER
Re: Municipal Economic Enhancement Program 2020
(MEEP) - Funding and Application

ADJOURNMENT :

MEETING DATE: May 19, 2020**MEETING:** Special Council Meeting**TO:** City Council**FROM:** Randy Patrick, City Manager**SUBJECT:** Municipal Economic Enhancement Program 2020 (MEEP) Funding and Application**Background Information**

The Province of Saskatchewan has announced a new MEEP program for 2020. MEEP is a grant-based program and will be distributed to individual municipalities on a per capita basis, based on 2016 Canadian Census population numbers. The program has 14 different broad infrastructure project categories:

1. Connectivity
2. Disaster Mitigation
3. Drinking Water
4. Engineering and Feasibility Studies
5. Green Energy
6. Local Roads and Bridges
7. Municipal Equipment
8. Municipally-Owned Buildings and Assets
9. Planning and Development
10. Protective Services
11. Public Health
12. Solid Waste
13. Recreation, Culture, Tourism and Sport
14. Wastewater and Storm Water

The City has been allocated \$2,057,472 for capital work under this program.

Strategic Goal(s)

Capital work is essential for providing excellence in the provision of quality services, safety (Strategic Objective S1). Capital projects are to be funded with acceptable debt limits and as part of our asset management system which ensures reserves are appropriately funded

(Strategic Objective FS3) and the community is to create success through a business-friendly environment (Strategic Objective S1)

Discussion and Comment

The MEEP funding provided by the Province can be used for many projects as shown in the attached eligible project list. Administration recommends that the City use the MEEP funding for two projects to be completed this summer. Both projects bring long term improvements to business opportunities within the community.

The first recommendation is to use MEEP funding for the Carlton Trail Roadway Project (\$1.45 million), and the second project would be the 100th Street Service Project (\$750K). That 100th Street project was delayed during the 2020 budget discussions as it could not be funded without external borrowing. Both projects could be completed this summer and provided needed employment for construction workers. The capital information sheets for both projects are attached for Council's information.

Given existing cost estimates for the projects, the City would internally borrow about \$143,000 to complete the two projects. This is a reduction in internal borrowing of about 90% of what was originally anticipated for undertaking the Carlton Trail Roadway project this year. This significantly drops future tax increases that would be required to replenish internal funds while shortening the time to return those funds for future capital use.

Options

Council has a number of options regarding MEEP funding

- 1) Council can follow Administration's recommendations and fund the two projects primarily with MEEP funding
- 2) Council can choose to fund other projects that qualify as allowed spending
- 3) Council could delay funding projects until 2021 under the program and add new projects that are not yet shovel ready
- 4) Council can decline to use the funding

Budget Issues

The approach recommended allows for a new project to be added to this year's capital, the 100th Street Service Project, with the need to only borrow \$143K from reserves. Those reserves will need to be replaced in future years. With the Carlton Trail Project, funding coming from this program, the City will not need to borrow from internal reserves (\$1.45 million) to complete that project, and therefore, will not need to tax in future years to replace the funds as had been anticipated in the 2020 budget.

Public Notice and Communication

The City has tried to contact businesses in the 100th Street Project area to let them know that the project would be considered by Council on May 19, 2020.

Recommendation(s)

Administration recommends that Council authorize the use of Municipal Economic Enhancement Program (MEEP) 2020 funding to finance the Carlton Trail Roadway Project. Further, Council also approves proceeding with the 100th Street Service Project (\$750,000) with the bulk of funding coming from MEEP 2020 funding and the remainder from reserves to be paid back over five years.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Randy Patrick".

Randy Patrick
City Manager

Municipal Economic Enhancement Program 2020

Eligible projects include but are not limited to those listed in the categories below:

<p>1. Connectivity</p> <ul style="list-style-type: none"> • Internet Backbone • Fibre Optic Cabling • Broadband • Technology to Support Operation of Assets • Servers and Server Application 	<p>2. Disaster Mitigation</p> <ul style="list-style-type: none"> • Flood Prevention • Fire Prevention • Culverts and Gates • Safe Houses 	<p>3. Drinking Water</p> <ul style="list-style-type: none"> • Water Treatment Plant • Wells • Water Meters • Curb Stops • Watermain • Hydrants • Reservoirs 	<p>4. Engineering/Feasibility Study</p> <ul style="list-style-type: none"> • Infrastructure Studies • Engineering Costs • Studies/Systems to Support Asset Management Planning
<p>5. Green Energy</p> <ul style="list-style-type: none"> • Renewable Energy Production including: <ul style="list-style-type: none"> ○ Geo-thermal Heat, Solar Energy, Wind Energy • Furnace • Boiler • Energy Efficient Lighting • Energy Efficient Upgrades 	<p>6. Local Roads and Bridges</p> <ul style="list-style-type: none"> • Streets/Roads/Grids • Clay Capping • Paving Sand Seal • Dust Proofing • Sidewalks • Bridges • Culverts • Curbs and Gutters • Gravel/Gravel Crushing • Municipal/Road signs • Active Transportation • Lighting and Traffic Signals 	<p>7. Municipal Equipment</p> <ul style="list-style-type: none"> • Mower • Grader • Tractor • Weigh Scale • Trailer • Backup Generator • Garbage Truck • Septic Truck 	<p>8. Municipally-Owned Buildings and Assets</p> <ul style="list-style-type: none"> • Municipal Offices • Municipal Shops • Community Hall • Compounds/Public Storage • Building Demolition • Airports including: <ul style="list-style-type: none"> ○ Hangars, Terminals, Runway and Taxiway
<p>9. Planning and Development includes development of:</p> <ul style="list-style-type: none"> • Lots • Subdivisions 	<p>10. Protective Services</p> <ul style="list-style-type: none"> • Fire Trucks • Fire Halls • Fire Hydrants 	<p>11. Public Health</p> <ul style="list-style-type: none"> • Support Local Share for Hospitals or Other Assets 	<p>12. Solid Waste</p> <ul style="list-style-type: none"> • Landfill • Recycling Depot Including Purchase of Baler • Community Recycle Bins • Waste Transfer Station • Garbage Trucks and Compactors • Gas Management • Composting Facility
<p>13. Recreation/Culture/Tourism/Sport</p> <ul style="list-style-type: none"> • Multi-Plex/Arenas/Rinks • Recreation Halls and Auditoriums • Aquatic Centres and Pools • Playgrounds/Parks/Beaches • Campground • Cemetery 		<ul style="list-style-type: none"> • Museum • Tourist Information Booth • Library • Theatre/Performing Arts • Marina/Boat Dock/Launch • Convention or Trade Centres • Heritage Sites 	<p>14. Wastewater/Storm Water</p> <ul style="list-style-type: none"> • Lagoon • Lift Station • Sewer • Storm Water Management

Schedule B - Project Plan

APPLICANT INFORMATION						
Municipality Name:						
Contact Name:						
Address:						
Telephone Number:				Email:		
PROJECT INFORMATION						
Notes:						
<ul style="list-style-type: none"> List Projects in Order of Priority Ensure the Total Amount of MEEP Funding Allocated to the Project Exceeds Your Allocation 						
Project Name	Project Description	Project Start Date (mm/dd/yyyy)	Project Completion Date (mm/dd/yyyy)	Estimated Project Cost	Amount of MEEP Funding Allocated to Project	Is Project Receiving Funding From Another Source? *
Total Amount of MEEP Funding Allocated to Projects						

* If yes, please indicate the source and amount. If any of the projects that you have listed have active applications under review for federal and/or provincial grant programs or are already approved for grant funding, please notify the administrator of that program as soon as possible.

**City of North Battleford
Capital Budget Request**

Project Name: **100th Street Service**
 Requester: **Bob Anthony**
 Date Requested: **November 27, 2019**

Division: **Planning & Development**
 Asset Type: **Betterment**
 Asset Category: **Engineered Structures**

Business Unit: **Planning & Development**
 Prior Year re-Budget?

Project Questions: (Yes/No) Comment, if required

Is the project multi-year in scope? **No**

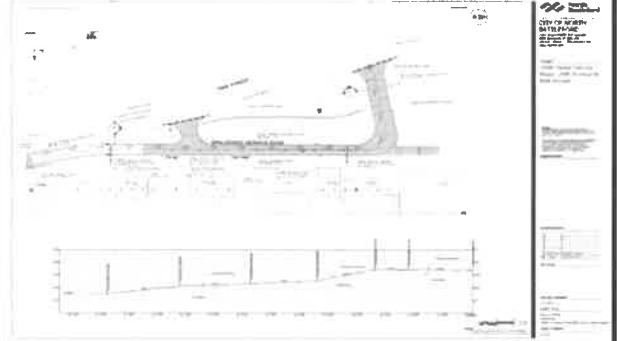
Are cost savings anticipated? **No**

Are revenues anticipated? **No**

Has external funding been secured? **No**

Priority area of strategic plan: **Other**

Project Description/Summary:
 Reconstruct road to better meet geometric standards, improve drainage, install curbs and gutters, replace failed surface.



Benefit of project/capital purchase:
 Better property access, aesthetic improvement to high profile street, better service to commercial properties.

Risk analysis, what are the pros and cons of this project?
 Maintenance costs will decrease, road surface quality suffers from existing road condition
 Cons:

Financial Information/Estimated Capital Costs: (\$ CDN)

	2019	2020	2021	2022	2023	Total Cost
Major project costs:						
Capital purchase		\$ 750,000.00				\$ 750,000.00
Other project costs, if any						\$ -
Less prior year spent						\$ -
(A) Total Capital cost	\$ -	\$ 750,000.00	\$ -	\$ -	\$ -	\$ 750,000.00
(B) Funding Sources:						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
Taxation required (A - B)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Prepared by: **Bob Anthony**

Director responsible: **Jenn Niesink**

Date: **November 27, 2019**

Date:

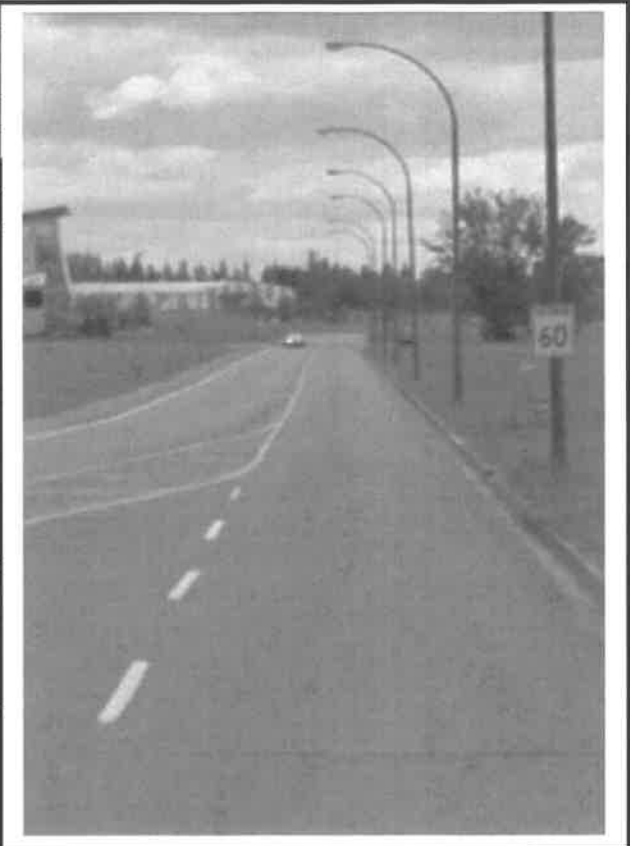
Reviewed by Finance: _____

**City of North Battleford
Capital Budget Request**

Project Name:	<input type="text" value="Carlton Trail Roadway"/>	Division:	<input type="text" value="Planning & Develo"/>	Business Unit:	<input type="text" value="Planning & develo"/>
Requester:	<input type="text" value="Bob Anthony"/>	Asset Type:	<input type="text" value="Betterment"/>	Prior Year re-Budget?	<input type="text"/>
Date Requested:	<input type="text" value="November 27, 2019"/>	Asset Category:	<input type="text" value="Engineered Structures"/>		

Project Questions: (Yes/No) Comment, if required

Is the project multi-year in scope?	No	
Are cost savings anticipated?	No	
Are revenues anticipated?	No	
Has external funding been secured?	No	



Priority area of strategic plan:

Project Description/Summary:
Carlton Trail Improvements between Territorial Drive and Heritage Way. Design is guided by traffic analysis. Cost sharing with adjacent property owners. Upgrades required as a result of development of adjacent properties and recommendations of 2010 AECOM Frontier Mall Access Review Report(TD-B6 TD46 CNB Frontier Mall Access Review Final Report (2010))

Benefit of project/capital purchase:
Improved level of service for traffic, improved property access,

Risk analysis, what are the pros and cons of this project?
Increased traffic volumes could affect safety.

Cons:

Financial Information/Estimated Capital Costs: (\$ CDN)

	2016	2017	2018	2019	2020	Total Cost
Major project costs:						
Capital purchase					\$ 1,450,000.00	\$ 1,450,000.00
Other project costs, if any						\$ -
Less prior year spent						\$ -
(A) Total Capital cost	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000.00	\$ 1,450,000.00
(B) Funding Sources:						
Capital reserve/carry forward						\$ -
Sale of asset, if applicable						\$ -
External funding, i.e. grants						\$ -
Taxation required (A - B)	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000.00	\$ 1,450,000.00

Prepared by:

Date:

Director responsible:

Date:

Reviewed by Finance: _____