



REPORT

TO: Mayor Lawlor and Members of Council

FROM: Kevin Okimi, Director of Parks and Open Space

DATE: November 28, 2022

REPORT NO.: RP-2022-0019

SUBJECT: Upper Canada College Trail: ATF Grant and Budget Increase

RECOMMENDATION:

That Report No. RP-2022-0019 dated November 28, 2022 regarding Upper Canada College Trail: ATF-Grant and Budget Increase be received;

AND FURTHER THAT the capital budget for project 8500-24-0105 Trails Development: UCC Trails of \$200,000 be increased by \$149,160, for a total budget of \$349,160 and that this increase be funded by the ATF Grant funding awarded to the Town.

KEY POINTS:

The following are key points for consideration with respect to this report:

- In 2022 the Town entered into a license agreement with respect to the establishment of a public use trail on Upper Canada College Lands.
- In March 2022, Staff submitted a grant application to the Active Transportation Fund program offered by Infrastructure Canada for the project.
- The Town was notified in August 2022 that the Town's application was approved in principle.
- To finalize the grant and formal agreements which were received in November 2022, the capital budget for Project 8500-24-0105 (Trails Development: UCC Trails) needs to be increased to include the increased cost of the project in the amount of \$149,160.
- No additional Town funding is required for this increase as the additional funds will be received from the Active Transportation Fund grant.

BACKGROUND AND DISCUSSION:

The purpose of this report is to seek Council approval to increase the project budget of the Upper Canada College Trail capital project which will be funded by the funds received from the Active Transportation Fund grant from Infrastructure Canada.

In January 2022, the Town entered into a License Agreement with Upper Canada College with respect to the construction of a public use trail on Upper Canada College lands. The location of the trail is adjacent to the Enclaves of Upper Canada Subdivision and is part of the Credit Valley Trail route being planned by Credit Valley Conservation and has been planned and approved as part of the Town's Active Transportation Master Plan. A project location map is included as Appendix A.

The 2022 Capital Budget approved the Trails Development UCC Trails project (8500-24-0105) for \$200,000 which include \$198,000 in development charges funding and \$2,000 in funding from the New Capital reserve.

In March 2022, Infrastructure Canada (INFC) accepted applications for the Active Transportation Fund (ATF). Town staff submitted the Upper Canada College Trail as one of the projects for consideration.

In August 2022, staff were notified that the Town had been approved in principle for the grant funding and authorizing commencement of the project.

In November 2022, INFC provided the draft funding agreements and requirements for the Town to receive the funds.

As part of the review of the project requirements with Finance and Purchasing staff, it has been noted that Council approval to increase the official project budget is required as total project costs including the grant funds will exceed the previously approved \$200,000 budget. Increasing the budget is required in order to properly account for the funds to be received from the ATF Grant in the Town's financial system, and so that staff can manage the financial requirements of the project (i.e. tender award, funding agreements and grant reporting requirements).

STRATEGIC PLAN ALIGNMENT:

This report aligns to the Town's Strategic plan recognizing the value to provide responsive, effective municipal government and strong leadership in the effective and efficient delivery of municipal services.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement was not needed as this report is administrative in nature. There has been consultation on the project in the past through the Active Transportation Master Plan as well as through specific consultation on the trail project.

INTERNAL CONSULTATION:

Staff from Corporate Services (Finance) were consulted in the preparation of this report.

FINANCIAL IMPLICATIONS:

This report will be funded through an existing approved budget source.

As discussed above, the updated cost for project 8500-24-0105 is \$349,160. The previously approved budget for this project is \$200,000. A budget increase of \$149,160 from \$200,000 to \$349,160 is requested and the increased capital expenditure will be funded from the ATF grant secured by the Town. No additional funding from Town sources is required as summarized in the table below.

		Financing		
	Budgeted Expenditures	Development Charges	New Capital	Active Transportation Fund
Approved Project Budget	\$200,000	\$198,000	\$2,000	\$-
Revised Project Budget	\$349,160	\$198,000	\$2,000	\$149,160
Change	\$149,160	\$-	\$-	\$149,160

Reviewed and approved by,

Paul Damaso, Commissioner of Recreation & Parks

Chris Mills, Chief Administrative Officer