

# FUNDING APPLICATION FOR MUNICIPAL GROWTH MANAGEMENT STUDY

## SECTION 1: APPLICANT INFORMATION

Date:	March 16, 2017	
Lead municipality submitting application:	Community of Afton 1552 Route 19 New Dominion, PE C0A 1H6	
Other municipalities supporting application:	West River, New Haven – Riverdale, Clyde River, Meadowbank, Bonshaw,	
Date(s) of council resolution(s):	<u>Municipality</u>	<u>Date</u>
	Afton	March 7, 2017
	West River	March 2, 2017
	New Haven- Riverdale	March 13, 2017
	Clyde River	March 14, 2017
	Meadowbank	March 7, 2017
	Bonshaw	March 8, 2017
Main Contact Person:	Bev McIsaac	
Title:	Administrator – Community of Afton	
Telephone:	Daytime (902) 628-3790 Cell (902) 393 4166	
Email:	afton.cic@gmail.com	
Mailing Address:	1552 Route 19, New Dominion, PEI C0A 1H6	
	1552 Route 19, New Dominion, PEI C0A 1H6	

## SECTION 2: GUIDELINE REQUIREMENTS

PLEASE CONTACT MUNICIPAL AFFAIRS IF ASSISTANCE IS REQUIRED FOR THE FOLLOWING SECTIONS

Description of the study area (map outlining area with existing municipalities is recommended):	THE COMMUNITIES OF THE WEST RIVER ARE 6 COMMUNITIES ON THE SOUTH SHORE OF QUEENS COUNTY, MAP ATTACHED
Estimated population :	3580
Estimated assessment:	\$332,000,000
Describe the range of economic activity in the study area, including but not limited to the	AGRICULTURE, SMALL PROPRIETORS, TOURISM, CONSTRUCTION, SERVICE SECTORS, FISHERIES, WINE PRODUCTION, CHURCHES, MANUFACTURING, RETAIL, HEALTH CARE, GOLF COURSES,

*This application form is current as of 17<sup>th</sup> February 2017 and may be revised by the Province of Prince Edward Island on an ongoing basis.*

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<p>activity in the study area, including but not limited to the following:</p> <ul style="list-style-type: none"> <li>• <u>Economic sectors:</u></li> <li>• <u>Economic trends:</u></li> <li>• <u>Major employers:</u></li> </ul>	<p>ECONOMIC: AGRICULTURE, FISHING, ICE MANUFACTURE (WATER), WINE PRODUCER, GAS STATION AND SMALL GROCER, SUMMER TOURISM</p> <p>ECONOMIC TRENDS: NO BUT WITH PROXIMITY TO CHARLOTTETOWN, SOME "BEDROOM" HOMES BUILT. MAJOR EMPLOYERS ARE AGRICULTURE.</p>
<p>Describe the existing infrastructure in the study area, including but not limited to:</p> <ul style="list-style-type: none"> <li>• <u>Core services:</u> water, wastewater, roads, medical, emergency measures, police, etc.</li> <li>• <u>Community services:</u> recreation facilities, social programs, community organizations, volunteer groups, etc.</li> </ul>	<p>NO CORE SERVICES - RURAL</p> <p>COMMUNITY SERVICES: WOMENS INSTITUTES, COMMUNITY GROUPS ( CANOE COVE), COMMUNITY PARK AND BEACH (INMAN PARK - LEGACY ASSET) DONATED TO THE WEST RIVER COUNCIL.</p>
<p>Describe how the study will make a difference in the sustainability and future prosperity of municipalities and any adjoining areas. Include at least the following:</p> <ul style="list-style-type: none"> <li>• <u>Economic activity:</u> economic sectors, economic trends (new businesses, job losses), major employers, etc.</li> <li>• <u>Core services:</u> water, wastewater, roads, medical, emergency measures, police, etc.</li> <li>• <u>Community services:</u> recreational facilities, social programs, community organizations, volunteer groups, etc.</li> </ul>	<p>ECONOMIC: NO CHANGE EXPECTED</p> <p>CORE SERVICES: THE NEW MUNICIPAL GOVERNANCE ACT WILL REQUIRE NEW SERVICES SUCH AS THE MUNICIPAL PLAN. MAY BE OTHER REQUIREMENTS (E.G. MORE BYLAWS, BUILDING PERMITS) CURRENTLY HANDLED BY THE PROVINCE RESULTING IN FINANCIAL CONSIDERATIONS.</p> <p>COMMUNITY SERVICES: NO CHANGE IS EXPECTED. ANY CHANGE, PARTICULARLY WITH THE PARK (LEGACY ASSET), COULD RESULT IN THE LOSS OF THE ASSET.</p>
<p>List any specific goals that the applicant(s) hopes to achieve for the study area through the Municipal Growth Management</p>	<p>NO INCREASE IN TAXES</p>

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COLLECTIVELY

<p>the study area through the Municipal Growth Management Study:</p>	<p>AND COLLECTIVELY. BEGIN AN EFFORT OF ADMINISTRATIVE COOPERATION, WITH POSSIBILITY OF AMALGAMATION. OUTLINE SPECIFIC AND STATISTICALLY SIGNIFICANT STATEMENTS AND OBJECTIVES WHICH WILL FORM THE BASIS FOR PLANNED COMMUNITY GROWTH AND PROSPERITY. LEAST FINANCIAL IMPACT FOR RESIDENTS ( IE NO TAX INCREASE) DETERMINE OUTCOME IF EACH COMMUNITY WAS TO STAY STATUS QUO.</p>
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## SECTION 3: FINANCIAL INFORMATION

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Estimated cost for the study:         \$60,000        

### Proposed sources of funding

Study funding source	Amount Requested	
Municipal Strategic Component – Gas Tax funding program (up to 50% of cost of Study)( <b>Note:</b> separate application)	\$30,000	Application submitted to Infrastructure? x <input type="checkbox"/> Yes <input type="checkbox"/> No
Provincial Funding – Department of Communities, Land and Environment	\$24,000	
Applicant(s) share	\$6,000	Is expenditure confirmed by council resolution(s)? x <input type="checkbox"/> Yes <input type="checkbox"/> No
Other (specify)		Is this funding confirmed? <input type="checkbox"/> Yes <input type="checkbox"/> No

### Project timelines

Activity	Anticipated Start Date	Anticipated Completion Date
Request for Proposal tender date	JUNE , 2017	JULY, 2017
Request for Proposal award date	AUGUST, 2017	SEPTEMBER, 2017
Study start/completion dates	OCTOBER , 2017	MARCH, 2018

PLEASE ENSURE THE FOLLOWING DOCUMENTS ARE INCLUDED WITH THE APPLICATION:

- Signed and sealed council resolution(s)** from all councils in the study area that support the funding application for a Municipal Growth Management Study;

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- **Approach to public engagement** (must clearly document all public engagement that has occurred to date, an overview of public events intended to occur prior to the Municipal Growth Management Study, and priorities for public consultation during and after completion of the Study); and
- **Proposed Request for Proposals** (the Request for Proposals must include a Terms of Reference that addresses **all** elements in Section 5 of the *Request for Proposals Template*).

SUBMISSIONS SHOULD BE ADDRESSED TO:

Attention: Municipal Affairs  
3 Brighton Road  
2<sup>nd</sup> Floor Aubin Arsenault Building  
PO Box 2000  
Charlottetown, PE C1A 7N8  
[municipalaffairs@gov.pe.ca](mailto:municipalaffairs@gov.pe.ca)

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Please note: Funding applicants who are also applying for the Municipal Strategic Component of the Gas Tax Fund must submit a separate application to the PEI Infrastructure Secretariat. Applicants should be aware of the Infrastructure Secretariat's funding deadlines, which are **17<sup>th</sup> March, 2017** and **22<sup>nd</sup> September, 2017**.

Links to application guidelines and forms for the Municipal Strategic Component of the Gas Tax Fund are included below for viewing convenience only. Please contact the PEI Infrastructure Secretariat to request direction about how to complete your application and to ensure that you meet the eligibility criteria for funding through the Municipal Strategic Component of the Gas Tax Fund.

**Gas Tax Municipal Strategic Component Guidelines:**

[https://www.princeedwardisland.ca/sites/default/files/publications/msc\\_guidelines\\_final\\_march\\_2016.pdf](https://www.princeedwardisland.ca/sites/default/files/publications/msc_guidelines_final_march_2016.pdf)

**Gas Tax Municipal Strategic Component Application Form:**

[https://www.princeedwardisland.ca/sites/default/files/forms/msc\\_application\\_fillable\\_final\\_v.1.pdf](https://www.princeedwardisland.ca/sites/default/files/forms/msc_application_fillable_final_v.1.pdf)

**PEI Infrastructure Secretariat**

3<sup>rd</sup> Floor, Jones Building, 11 Kent Street

PO Box 2000 Charlottetown, PE C1A 7N8

E-mail: [cpei-infrastructure@gov.pe.ca](mailto:cpei-infrastructure@gov.pe.ca)

Tel: (902) 620-3631

Web: <https://www.princeedwardisland.ca/en/information/transportation-infrastructure-and-energy/infrastructure-funding-programs?=&wbdisable=true>

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Transportation,  
Infrastructure and Energy

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**Gas Tax -  
Municipal Strategic  
Component Application  
(GT-MSC)**

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**Please Prepare a Separate Plan for Each Project**



Transportation,  
Infrastructure and Energy

**GAS TAX  
MUNICIPAL STRATEGIC COMPONENT  
APPLICATION (GT-MSC)  
(Please Prepare a Separate Plan for Each Project)**

<b>Project Title</b>	Communities of the West River Growth Management	<b>Priority #</b> _____
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**1. Contact Information** (NOTE: If there is more than one applicant, please submit contact info separately)

Legal Name of Applicant Community of Afton		
Street Address/P.O. Box 1552 Route 19		
Community/Town/City of NEW DOMINION		Postal Code C0A 1H6
Municipal Tel 902 675 2567	Municipal Fax	Municipal Email AFTON.CIC@GMAIL.COM
Contact Name BEV MCISAAC		Official Title ADMINISTRATOR
Street Address/P.O. Box 2000 ROUTE 19		
Community/Town/City of FAIRVIEW		Postal Code C0A1H2
Home Tel 902 6752567	Home Fax	Home Email BEV.MCISAAC@GMAIL.COM

**2. Eligible Project Categories** (Check only one box that applies to your project)

First Priority Level Categories		
Wastewater	<input type="checkbox"/>	Drinking Water
Capacity Building (projects investing in growth management)	<input checked="" type="checkbox"/>	
Second Priority Level Categories		
Local Roads/Bridges	<input type="checkbox"/>	Highways
Short Sea Shipping	<input type="checkbox"/>	Short Line Railroad
Regional/Local Airports	<input type="checkbox"/>	Broadband Connectivity
Public Transit	<input type="checkbox"/>	Cultural Infrastructure
Solid Waste	<input type="checkbox"/>	Community Energy
Brownfield Redevelopment	<input type="checkbox"/>	Sport Infrastructure
Recreational Infrastructure	<input type="checkbox"/>	Tourism Infrastructure
Disaster Mitigation	<input type="checkbox"/>	Capacity Building (Land Use Planning and/or Asset Management)

### 3. Project Information

<b>Brief Project Description (Keep description short and to the point)</b>	
Project Funding is required for a study to assess sustainability and future prosperity of Communities of Afton, New Haven -Riverdale, Clyde River, Meadowbank, West River and Bonshaw. The project will assist communities in mapping their future course and assist in determining strategies for potential amalgamation and/or shared resources and services in a manner that will provide service requirements in the Municipal Government Act	
<b>Project Location (Street Address or PID)</b>	
6 communities on South Shore of PEI	
<b>Nearest Start/End Intersections (If not one location)</b>	
Bonshaw / New Haven-Riverdale/Clyde River/Meadowbank/Afton/West River	
<b>Signed &amp; Sealed Council Resolution Included?</b>	<b>Date of Resolution</b>
Yes	6 resolutions enclosed

#### 4. a) Estimated Eligible Costs

Cost Breakdown	Amount
Design/Engineering	\$
Construction/Demolition	\$
Contingency	\$
Other (Specify) <b>Municipal Study</b>	\$ 60000
Other (Specify)	\$
Other (Specify)	\$
<b>Total Eligible Costs</b>	\$ 60,000.00

#### 4. b) Estimated Ineligible Costs

Cost Breakdown	Amount
Land acquisition costs	\$
Legal Fees	\$
Other (Specify)	\$
Other (Specify)	\$
Total HST Costs	\$
<b>Total Ineligible Costs</b>	\$ 0.00



**5. Proposed Project Financing**

Year	Estimated Project Cost*	MSC Funding Requested	DA Gas Tax Funding**	Municipal Funding	Other Funding (specify)
2016-2017	15,000.00	6,000.00	7,500.00	1,500.00	15,000.00
2017-2018	45000.00	18000.00	22500	4500	45,000.00
2018-2019					0.00
<b>TOTALS</b>	<b>60,000.00</b>	<b>24,000.00</b>	<b>30,000.00</b>	<b>6,000.00</b>	<b>60,000.00</b>

\*This amount is the municipality's estimate of the total eligible project costs. If other municipalities are involved in this project; please indicate only the portion of the project that relates to your municipality.

\*\* The Gas Tax Funding is the amount of the municipality's Gas Tax Allocation that the municipality requests be provided for this project.

**6. Proposed Sources of Funding**

Projects involving funding from other sources require confirmation that the funding has been approved.

Project Funding Sources	Confirmed	Amount
Municipal Strategic Component		\$
Applicant's Share	Yes	\$ 6,000.00
Other Provincial Source (Specify)	No	\$
Other Federal Source (Specify)	No	\$
Other (Specify)	No	\$
Other (Specify)	No	\$
	Total	\$ 6,000.00

**7. Project Timelines**

Activity	Start Date	Completion Date
Tender or Request for Quotation Date	June , 2017	July, 2017
Tender or Request for Quotation Award Date	August, 2017	September, 2017
Design/Engineering Date		
Other (Specify)		
Expected Construction Start/Completion Dates	October 2017	March 2018

## 8. Beneficial Impact of Project and Implementation Impact

### **8.1 List of the outcomes & benefits of the completed project to your municipality (SEE SCHEDULE H):**

*At the end of this application you will find Schedule H, which features a list of outcomes for every category. Select all applicable outcomes and list them below.*

Develop sustainable communities under the new Municipal Government Act. Strengthen local government and determine long term plans

### **8.2 Demonstrate how the municipality will fund ongoing operational and maintenance costs:**

Ongoing operational maintenance costs of the plan will become part of the ongoing costs budgeted for through yearly municipal budgeting once the communities involved make the final decision to work together.

### **8.3 Clearly describe the issue, and identify the risks associated with inaction:**

Municipal Government Act is setting guidelines for sustainability for Communities. As they are now, each community may not be able to stand alone without unsustainable increase in municipal taxes. To help communities assess the ability to work together, the study will look at the individual priorities of each community, how these priorities can be included in a future larger community and provide recommendation on how to move ahead. The project study will assess how a future amalgamated community would work in the best interest of the residents in each community. Without a study, communities will not ~~will not~~ have the professional resources to determine the feasibility, costs and implications of continuing status quo or amalgamation. ①

### **8.4 Describe how the project would not proceed if it is not granted funding under this program:**

Small rural communities do not have the resources available to pay for full cost of Municipal Study to determine viability for group as a whole to ~~to~~ continue status quo. ②

## 9. Explanation of why the project should be considered a "Strategic" project for the Province. (Explain how the project improves the environment, economic and social pillars of the province.)

### **Environment:**

Funding for a study will enhance municipal oversight capacity to help evaluate and preserve the areas surrounding the West River Watershed, and the natural environment each community works so diligently to protect.

### **Economic:**

Project will evaluate the potential of a larger municipal amalgamation to ensure the sustainability and future prosperity for residents of Afton, New Haven-Riverdale, Clyde River, Meadowbank, West River, and Bonshaw. ③

### **Social:**

Project will assist in establishing the most applicable municipal structure to meet the ongoing needs of the residents of the participating communities. It will also enhance the capacity of participating communities to partner with provincial and federal governments.

**10. Project Review Requirements**

The following are requirements of the program:

Application includes signed & sealed Council Resolution supporting the application	Yes
Application includes approval from Council if any municipal funds are to be spent	Yes
Applicant accepts responsibility for the project's ongoing operations and maintenance costs	Yes
Applicant agrees to purchase and install signage	Yes
Applicant agrees to participate in province-wide Asset Management Program	Yes
Applicant confirms that arrangements have been made to hire an Auditor	Yes
Applicant confirms that the proper budgetary process has been followed for this project	Yes
Applicant confirms that the project has not been awarded or started	Yes
Applicant has attached ICP as required	No

**11. Capital Investment Plans returned to:**

Infrastructure Secretariat  
 P.O. Box 2000, Charlottetown, PE C1A 7N8 Tel: 902-620-3380 Fax: 902 620-3383  
 Toll Free #: 1-888-240-4411 Email: [CPEI-Infrastructure@gov.pe.ca](mailto:CPEI-Infrastructure@gov.pe.ca)

The Council of the **CITY/TOWN/COMMUNITY** of Afton  
 does hereby submit this application to the Gas Tax Municipal Strategic Component Fund.

**In providing this submission, the Council declares that the above is, to the best of its knowledge and belief, true in substance and in fact.**

\_\_\_\_\_  
 MAYOR/CHAIR (Sealed signature)

March 16 2017  
 Date

\_\_\_\_\_  
 CHIEF ADMINISTRATIVE OFFICER (Sealed signature)

March 16, 2017  
 Date