

REQUEST FOR DECISION

SUBJECT:

Major Recreation Infrastructure Project – Human Resource Needs
By electronic decision making-ratification at next duly called Council meeting for each partner.

DATE:

March 17, 2019

RECOMMENDATION:

It is recommended to the three Councils of Yarmouth County, that;

The CAO's work collaborately to engage an individual who will work on behalf of the Municipal Councils as "Project Coordinator" with initial and primary responsibility to create the application package;
AND Further

Each municipal unit invest up to \$40,000, for a total budget of up to \$120,000, each to support the costs associated with the application package.

CAO Comments:

Preparing the required information for making application to the "**Investing in Canada Infrastructure Program**" (ICIP) (<https://www.infrastructure.gc.ca/prog/agreements-ententes/2018/2018-ns-eng.html>) will require the full attention of a staff person and financial resources to secure supporting technical information.

There is not existing capacity within the partner municipalities for this work and therefore, it is necessary to engage an individual on a term contract basis.

Given the MC Expansion Steering Committee is not a body corporate, it cannot employ people. Therefore, a host municipality is needed. It is agreed that MODY will be the employer and will provide the necessary space and tools for the position.

REPORT/DOCUMENT

DETAILS

Key Concept/Issue Defined

There is a very short window of opportunity to create and submit the application for this project to the Federal Government.

A body of work in this magnitude will require consistent application of effort to completing the process and access technical expertise where required.

Relevant Policies, By-laws and Legislation:

Strategic Relevance:

The Mariners Center is jointly identified as one of the top 3 regional priorities for the three Municipal Councils in Yarmouth County.

Research supports the need for additional investment in recreation infrastructure.

Desired Outcomes:

Engagement of an individual who will be responsible to guide the Steering Committee through the creation of the funding application.

Response Options:

- a) Approval
- b) Reject
- c) Refer back to staff with direction for more information

IMPLICATIONS OF RECOMMENDATION**General:**

Under the ICIP, there is expected to be an intake of applications prior to the federal election call. If this happens, we do not want to miss the opportunity to have our major project considered. There is some work to be done to be ready, and time is of the essence. Having the appropriate human and financial resources to create the application is necessary for success.

Organizational:

Neither Municipality has the project management resources to lead this work. It is expected that we will need to contract someone through an expedited process to take us from where we are to being application-ready.

Financial

There are agreements necessary between the municipalities on operations, ownership, capital contributions, etc. All agree that this work needs to be done. Based on the ICIP program structure, the Municipalities will be able to use options such as tax rates, reserves & debt to pay their share of the costs. The details are important, but if there is no funding for a new centre the effort is not warranted. The first priority should be applying to ICIP for federal and provincial funding, and then working out the relevant details while we await a response.

Follow-Up Actions:

The CAO's are poised to engage an individual as soon as possible so initial work and applications requirements can be discussed with the Steering Committee at the April 5th meeting.

Communication:**Other Comments**

Submitted by: CAO Jeff Gushue, CAO Alain Muise, CAO Victoria Brooks for joint consideration.