



PO Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

## Item No. 10.1.6

**Halifax Regional Council**  
**October 23, 2007**

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

A handwritten signature in cursive script, appearing to read "G. Kaiser".

---

Geris Kaiser, Acting Chief Administrative Officer

A handwritten signature in cursive script, appearing to read "Wayne Anstey".

---

Wayne Anstey, Deputy Chief Administrative Officer - Operations

**DATE:** October 1, 2007

**SUBJECT:** Green Mobility Capital Grants Agreement

### ORIGIN

2007-08 Capital Budget

### RECOMMENDATION

It is recommended that Halifax Regional Council authorize the Mayor and Clerk to enter into an agreement with the Green Mobility Capital Grants Program for \$22,000 in funding towards the Tantallon Bike-and-Ride project.

**BACKGROUND**

Budget was approved in 2007-08 for a project titled Rural Express Transit. In July 2007, staff recognized an opportunity to gain provincial funding for one aspect of the project, namely the development of active transportation connections to the future rural transit stations. That opportunity was pursued and an application was made to the Green Mobility Capital Grants Program.

**DISCUSSION**

In August 2007 HRM was advised that its application was one of nine projects selected for funding under the program. HRM was awarded \$22,000 towards the cost of the Tantallon Bike-and-Ride project estimated to be \$200,000. The Green Mobility Capital Grants Program is funded by Conserve Nova Scotia and administered by the Ecology Action Centre.

Components of the planned bike-and-ride project include paving of shoulders on subdivision streets in the vicinity of the transit station, and purchase of bicycle lockers and bicycle racks to be installed at the station. The tender for the paved shoulder bicycle lanes was approved in the October 16, 2007 agenda. Tantallon was selected as the "pilot" location for this program as it is evident from the ongoing Rural Transit Study that Tantallon will rank as a high priority for initial implementation of the service and has the best existing features for a quick start.

This phase of the bike-and-ride project will conclude in March 2008 as required by the funding program. It is intended that a marketing and promotion campaign to encourage use of the bicycle connections to the station will be launched to coincide with the start of the rural express transit service to Tantallon later in 2008.

**BUDGET IMPLICATIONS**

Addition of provincial funding to the Rural Express Transit program will add to the extent of bicycle connection features that can be included.

Capital Account No. CMU00973, Rural Express Transit

Cumulative Unspent Budget	\$2,996,571
Plus: Grant from Green Mobility	<u>\$ 22,000</u>
Balance	\$3,018,571

## FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation. If approved this will increase the gross capital budget.

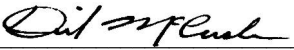
## ALTERNATIVES


Regional Council may turn down the funding as offered. HRM staff will reduce the extent of bicycle connections in the Rural Express Transit service by a corresponding amount.


## ATTACHMENTS

Contribution Agreement (approved as to form by HRM Legal Services)

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared &  
Approved by:   
Dave McCusker, P.Eng., Manager, Regional Transportation Planning  
490-6696

Financial Approval by:   
For Catherine Sanderson, Senior Manager, Financial Services, 490-1562

Report Approved by:   
Cathie O'Toole, Director, Infrastructure & Asset Management, 490-4825

## Green Mobility Capital Grants Program

The parties agree to the following terms of the Green Mobility Capital Grants Program of the Ecology Action Centre (“the program”) with respect to the Halifax Regional Municipality Tantallon Bike ‘n Ride project (“the project”) as outlined in your Green Mobility Capital Grants Application. It is the obligation of the Ecology Action Centre to meet Conditions 1 & 3. It is the obligation of the Halifax Regional Municipality to meet Conditions 2 & 4 through 13.

1. The Green Mobility Capital Grants Program will grant **\$22,000** to the Halifax Regional Municipality towards actual eligible costs of the Tantallon Bike ‘n Ride project. This is subject to readjustment in accordance with Condition 8. The amount granted by the program is not to exceed **57.15%** of the total project value.
2. The project must be completed by **31 March 2008**, the last day of the current fiscal year.
3. Grant payments will be made to your organization according to the following schedule:
  - 60% of the amount awarded on receipt of a signed copy of this project agreement form;
  - 30% of the amount awarded on receipt of an interim project report on or before **14 December 2007**; and
  - 10% of the amount awarded on completion of a site visit and upon receipt of the final project report in accordance with Condition 4 on or before **11 April 2008**.
4. Your organization must participate in a conference call or in-person discussion with program staff in late August or early September. The purpose of this discussion is to create a foundation for good dialogue, review program expectations and project goals, and discuss project evaluation approaches.
5. Your organization must establish and implement an evaluation approach that will clearly measure the impact of the project. Program staff will provide resources and be available to and assist with this process. The *Project Evaluation Form* will help with this process. **Note:** Evaluation is a key component of this project as it will provide the basis for continuation of the Green Mobility Grant Program.
6. Your organization must provide an interim report on or before **14 December 2007** and a final report on or before **11 April 2008**. These reports must follow the attached *Project Report Form* format.
7. A site visit by the Green Mobility Grants Coordinator at a mutually convenient time in late 2007 or early 2008 is required prior to the payment of the final installment of the grant.

# Project Agreement Form

8. Your organization must provide a detailed breakdown of the actual costs incurred for the project, with supporting receipts. The *Financial Reporting Form* will help support this documentation. If actual costs are less than the amount granted in Condition 1, the amount of the grant must be reviewed and revised accordingly. Grants must not exceed the direct cash requirements of the project.
9. Your organization must provide details of any labour and/or materials donated to the project. The *Donation Log* will be useful in recording this information.
10. If, for any reason, your organization is unable to proceed with this project, or needs to make substantial changes to the project as outlined in the application form, the Green Mobility Grants Coordinator must be informed in writing as soon as possible. Changes to the purpose of the project are not permitted without prior approval from the Green Mobility Grants Coordinator.
11. Your organization must keep all records, invoices and other documents relating to the project in a consistent manner and must maintain these records for seven years following the completion of all project reporting requirements.
12. If the ownership of capital assets purchased with funding from this program are transferred within five years of the project completion date they must be transferred to another registered non-profit or municipality.
13. Your organization must recognize the support of the Ecology Action Centre and Conserve Nova Scotia in local media or promotional coverage of the project.

## Signing Authorities for Halifax Regional Municipality

---

Peter J. Kelly

---

Mayor

---

Signature

---

Date

---

Name

---

Municipal Clerk

---

Signature

---

Date



# Project Agreement Form

**Signing Authority for the Ecology Action Centre**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please return a signed copy of this form by August 31 to:**  
Maggy Burns, Green Mobility Capital Grants Program Coordinator  
Ecology Action Centre  
2705 Fern Lane  
Halifax, NS B3K 4L3