



Divisional Projects

Public Works
Policy N36

Policy:	N36 – Divisional Projects
Policy Department(s):	Public Works, Financial Services
Adoption Date:	August 29, 2005
Adoption Reference:	CM08/1050/2005
Effective Date:	August 29, 2005
Last Amended:	January 30, 2023

Policy Purpose

The purpose of this policy is to provide for annual funding allocations for the Council divisional projects in collaboration with Public Works.

Policy Statement

The County of Grande Prairie plans and completes effective internal transportation networks that meet citizen needs, while demonstrating fiscal responsibility and good financial management.

Definitions

“Divisional Projects” refers to the construction, re-construction, paving of major roads, surface water management which includes drainage, and other Public Works Divisional infrastructure priorities.

“Transportation Master Plan” is a study adopted by County Council, to define a long-range transportation network in order to effectively facilitate the movement of people and goods.

Policy Guidelines

1. This policy shall be designed to ensure that a particular amount of funding be allocated across Council divisions on an annual basis. The funding for this program will be approved through the annual budget process.
2. Annually each Council division shall receive a funding allocation for Divisional Projects.
3. Funding shall be defined as per Schedule A and re-assessed annually by Administration.
4. Funding for annual Divisional Project shortfalls shall be brought to Council for further direction.
5. Annual Divisional Project surplus shall be transferred to the “New Road Infrastructure Reserve”.



Divisional Projects

Public Works
Policy N36

6. North Divisions consisting of Division 2, 7, 8 and 9 and South Divisions consisting of Division 1, 3, 4, 5 and 6 will alternate years.
7. Divisional Projects shall continue through and terminate immediately after the nearest complete intersection.
8. An additional 3% based on the annual Divisional Project Program funding, will be included in the capital budget. This is for the purpose of funding works that prepare the project for the work year. This may include but not limited to:
 - 8.1. Pretender engineering;
 - 8.2. Purchase of land;
 - 8.3. Environmental compensation; and
 - 8.4. Utility moves.
9. Individual projects will be selected based on the following criteria, in priority order:
 - 9.1. Drainage and other Infrastructure works is the highest need in the Division;
 - 9.2. Road is identified on the Transportation Master Plan;
 - 9.3. When the condition assessment identifies the level of service is below standard;
 - 9.4. When Asphalt is considered, the road must meet the requirements set out in Policy N47 County Road Surfacing; and
 - 9.5. That the Councillor of the Division has been involved in the review and selection process with the Director of Public Works.

Attachments

Schedule A – Division Project Funding (Sample)

References

Legal Authorities	N/A
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Policy N47 – County Road Surfacing Policy C31 – Budget Development Policy C27 – Financial Reserves
Other	N/A

Revision History

Review Date	Description
-------------	-------------



Divisional Projects

Public Works
Policy N36

January 30, 2023	Reviewed and Amended CM20230130.008
October 19, 2020	Reviewed and Amended CM20201019.014
March 23, 2015	Reviewed and Amended CM20150323.1014
February 22, 2021	Adoption Date CM08/1050/2005



Divisional Projects

Public Works
Policy N36

Schedule A – Division Project Funding (Sample)

Year	Initial Allocation	Increase %	Annual Allocation
2023	\$2,880,000.00	1.5%	\$2,923,200.00
2024	\$2,923,200.00	1.5%	\$2,967,048.00
2025	\$2,967,048.00	1.5%	\$3,011,553.72
2026	\$3,011,553.72	1.5%	\$3,056,727.03
2027	\$3,056,727.03	1.5%	\$3,102,577.93