

November 21, 2011

Honourable Eric Robinson  
Department of Aboriginal and Northern Affairs  
344-450 Broadway  
Winnipeg MB R3C 0V8

Dear Minister:

I am pleased to provide you the 2011 Aboriginal and Northern Affairs Capital Approval Board Report. The board convened at the Viscount Gort, Winnipeg, Manitoba on November 15 and 16, 2011.

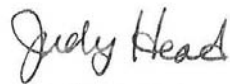
This report includes:

1. Minutes of the meeting
2. List of recommended projects for delivery in 2013/14
3. List of continuous improvement recommendations

Due to a low volume of recommended applications in the categories of maintaining and replacing and new infrastructure the board saw a \$1,012,119.00 surplus. The board would like to recommend this surplus be carried over and added to the funds available for the 2012 capital approval board.

In closing, I would like to thank you for the opportunity to work with the board members and departmental staff.

Yours truly,



Judy Head, Chair  
Capital Approval Board.

Enclosure (Report)

cc. Board Members

# **Capital Approval Board Report**

**November 2011**

## **Membership 2011 CAPITAL APPROVAL BOARD**

### **CHAIR**

Judy Head  
Box 2532  
The Pas, MB R9A 1M3

### **NACC President**

Reg Meade, Mayor  
750-331 Smith Street  
Winnipeg, MB R3B 2G9

### **Eastern Representative**

Allan Atlookan, Mayor  
Berens River Community Council  
Box 129  
Berens River, MB R0B 0A0

### **Eastern Alternate**

Anthony Seymour, Councillor  
Incorporated Community of Seymourville  
Box 2568  
c/o Wanipigow, MB R0E 2E0

### **Western Representative**

Louie Genaille, Councillor  
Duck Bay Community Council  
Box 39  
Duck Bay, MB R0L 0N0

### **Western Alternate**

Sean Humerston, Councillor  
Powell Community Council  
c/o Barrows, MB P.O R0L 0B0

### **Northern Representative**

Ken Ducharme, Mayor  
Cormorant Community Council  
General Delivery  
Cormorant, MB R0L 0G0

### **Northern Alternate**

Jim Chornoby, Mayor  
Ilford Community Council  
General Delivery  
Ilford, MB R0B 0S0

### **Departmental Representatives**

#### **Northern Region**

Armand Barbeau, Director  
Nelson Weir, Manager T&PW  
Box 27, 59 Elizabeth Drive  
Thompson, MB R8N 1X4

#### **North Central Region**

Karen Barker, Director  
Randy Sigurdson, Manager T&PW  
27 Second Avenue  
Dauphin, MB R7N 3E5

# **Capital Approval Board Report**

**November 2011**

## **Section I Project Assessment**

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## **Section II Minutes**

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## **Section III Funding**

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## **Section IV Recommended Projects**

## **Section I**

### **Project Assessment**

## Category II – Maintaining Existing Infrastructure

NORTHERN REGION					
Maintain/Replace Existing					
	Community	Project	Cost	Score	Comments
537-2	Norway House	Maintenance Garage Addition	247,081	35	Recommended
553-1	Sherridon	Community Hall Upgrade	13,190	35	Recommended
558-12	Wabowden	Playground Upgrades	88,786	0	Deferred
		<b>Total recommended amount</b>	<b>\$260,271</b>		

NORTH CENTRAL REGION					
Maintain/Replace Existing					
	Community	Project	Cost	Score	Comments
503-3	Barrows	Administration Building	\$425,300	0	Deferred
503-4	Barrows	Community Hall Building	1,069,800	0	Deferred
512-1	Crane River	Arena Upgrade	677,408	45	Recommended
515-2	Duck Bay	Brush Mower	24,240	30	Recommended
515-3	Duck Bay	Grave Yard Upgrade	23,000	0	Deferred
515-4	Duck Bay	Drop-in Centre	318,500	0	Deferred
534-1	Meadow Portage	Rink Roof Repair	49,691	35	Recommended
556-1	Spence Lake	Road Drainage	67,900	35	Recommended
		<b>Total recommended amount</b>	<b>\$819,239</b>		

### Category III – New Infrastructure

NORTHERN REGION					
New Infrastructure					
	Community	Project	Cost	Score	Comments
523-1	Herb Lake Landing	Tractor w/Attachments	28,001	25	Recommended
510-2	Cormorant	Fire Turn Out Gear	14,492	0	Deferred
510-3	Cormorant	Furniture	5,701	15	Recommended
510-4	Cormorant	Turner Drive W/S	475,793	45	Recommended
557-1	Thicket Portage	Recreation Building w/ Skating Rink	200,000	0	Deferred
558-1	Wabowden	Fire Equipment	8,332	0	Deferred
558-9	Wabowden	Community Centre	645,750	0	Deferred
558-10	Wabowden	Fire Guard	56,700	30	Recommended
558-13	Wabowden	Storage Facility	75,680	0	Deferred
		<b>Total recommended amount</b>	<b>\$566,195</b>		

NORTH CENTRAL REGION					
New Infrastructure					
	Community	Project	Cost	Score	Comments
503-1	Barrows	Water Delivery Truck	\$117,000	40	Recommended
503-2	Barrows	Septic Truck	117,000	40	Recommended
507-5	Camperville	WTP Backup Generator	108,176	40	Recommended
507-3	Camperville	Mosquito Fogger	11,332	0	Deferred
515-1	Duck Bay	WTP Backup Generator	129,840	0	Deferred
548-3	Rockridge	Tractor	52,614	0	Deferred
562-1	Waterhen	WTP Back up Generator	317,341	0	Deferred
		<b>Total recommended amount</b>	<b>\$342,176</b>		

## **Section II**

### **Minutes**



**Capital Approval Board  
Minutes  
November 14 -15, 2011  
Viscount Gort, Winnipeg, MB**

The meeting was called to order at 9:00am.

1. The following resource material was reviewed with board members by departmental staff:
  - Agenda
  - Departmental Vision and Mission
  - Capital Program Policy
    - Board Principles
    - Project Criteria
    - Building Funding Principles
    - Surplus Funding and Carry Over Funding Principles
  - Definition of Municipal Services
  - Vehicle Replacement Policy
    - Vehicle Replacement Guidelines
  - Guidelines for Community Municipal Infrastructure
  - Project Assessment Form
  - Allocation of funding for 2013/2014
  - Recommendations for Continuous Improvement
2. The Departmental Five-Year Capital Plan was presented by Randy Sigurdson.
3. Board members agreed to using a sliding scale (0, 5, 10, 15) for the following questions found in the Need portion of the Project Assessment Form:
  - a) Is it an emergency?
  - b) Is there a legal liability?
  - c) Has there been a prior commitment?

The Board was also notified of the change to the question “is this project critical” which now reads “how critical is this project”. The decision for this change was based upon a recommendation made by the 2010 Board members.
4. The Board agreed that a group rating method would be followed and decisions would be determined by a consensus of the members. If consensus could not be reached, a second democratic vote would occur.
5. Board members were advised that to avoid conflict of interest issues, board members can be present for project presentation but must leave the room for the project assessment rating if the project is from their home community.

6. The Board assessed all projects submitted utilizing the project assessment form. Recommendations were made based on funding available. Due to lack of information provided, several applications were not assessed. Those applications which were complete and received a score were recommended.

<b>Category #2 – Maintaining Existing Infrastructure</b>		
<b>Community</b>	<b>Project</b>	<b>Amount</b>
Norway House	Maintenance Garage Addition	247,081
Sherridon	Community Hall Upgrade	13,190
Crane River	Arena Upgrade	677,408
Duck Bay	Brush Mower	24,240
Meadow Portage	Rink Roof Repair	49,691
Spence Lake	Road Drainage	67,900
	<b>Subtotal</b>	<b>\$1,079,510</b>
<b>Category #3 – New Infrastructure</b>		
Herb Lake Landing	Tractor w/Attachments	28,001
Cormorant	Furniture	5,701
Cormorant	Turner Drive Water/Sewer	475,793
Wabowden	Fire Guard	56,700
Barrows	Water Delivery Truck	117,000
Barrows	Septic Truck	117,000
Camperville	WTP Backup Generator	108,176
	<b>Subtotal</b>	<b>\$908,371</b>
	<b>Total</b>	<b>\$1,987,881</b>
	<b>Balance Remaining</b>	<b>\$1,012,119</b>

7. Randy Sigurdson provided board members with a draft list of the legislative projects tentatively scheduled for delivery in the years 2012-2013 thru 2016-2017. Randy identified the importance of communities meeting legislative and regularity requirements within this category.
8. The Board provided the following recommendations for continuous improvement for the Department to consider:
- All projects applied for within the legislative category be reviewed for criteria at the regional pre-screening in August annually.

- The Department continue to pursue on-going training opportunities for Community Administrative Officers, Mayor and Council and Departmental staff with respect to capital planning and continuous improvement.
- Departmental staff upon request ensures a meeting with community council and staff is attended prior to the May intake for capital applications to ensure applications are complete.
- NACC to assist in the capital process in promoting to NACC communities the improvement of capital applications for submission.

9. The meeting was adjourned at 1:30 pm on November 16, 2011.

## **Section III**

### **Funding Allocation**

## 2013/2014 Allocation for Planning Purposes Only

The full year allocation as per the Loans Act is \$3,000,000.00 and may be approved in any of the two categories as long as they do not go over the total yearly allocation.

<b>Total Funds Available</b>		<b>\$3,000,000.00</b>
1. Maintain Existing Standards of Service	- 20%	2,000,000.00
2. New Justified Projects	- 10%	<u>1,000,000.00</u>
		\$3,000,000.00

Funding is allocated as outlined above. If not all these funds are required during the year, these will be used for capital plans applying the approved criteria globally.

The % used for these categories has been evaluated this year and may vary for the future years depending on the analysis of the communities' five year plans.

## **Section IV**

### **Recommended Projects**

## 2011 Board Recommendations 2013/2014 Delivery

\* **Note:** Legislative projects are recommended by departmental staff and are not reviewed and recommended by Capital Approval Board members.

### Category #1 – Legislative

Community	Project	Amount
Berens River	Water Treatment Plant	1,519,000
Bissett	Water and Sewer Lines	1,000,000
Cormorant	Waste Disposal Site	1,200,000
Pelican Rapids	Waste Disposal Site	1,200,000
Thicket Portage	Sewage Treatment Plant	1,873,000
	<b>Subtotal</b>	<b>\$6,792,000</b>

### Category #2 – Maintaining Existing Infrastructure

Community	Project	Amount
Norway House	Maintenance Garage Addition	247,081
Sherridon	Community Hall Upgrade	13,190
Crane River	Arena Upgrade	677,408
Duck Bay	Brush Mower	24,240
Meadow Portage	Rink Roof Repair	49,691
Spence Lake	Road Drainage	67,900
	<b>Subtotal</b>	<b>\$1,079,510</b>

### Category #3 – New Infrastructure

Community	Project	Amount
Herb Lake Landing	Tractor w/Attachments	28,001
Cormorant	Furniture	5,701
Cormorant	Turner Drive Water and Sewer	475,793
Wabowden	Fire Guard	56,700
Barrows	Water Delivery Truck	117,000
Barrows	Septic Truck	117,000
Camperville	WTP Backup Generator	108,176
	<b>Subtotal</b>	<b>\$908,371</b>

<b>Total</b>	<b>\$8,779,881</b>
<b>Available</b>	<b>\$10,000,000</b>
<b>Balance Remaining</b>	<b>\$1,220,119</b>