

November 26, 2015

Mayor Lisa Helps  
City of Victoria  
1 Centennial Square  
Victoria, BC V8W 1P6

MAYOR'S OFFICE  
DEC 01 2015  
VICTORIA, B.C.

Dear Mayor Lisa Helps:

**RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2015/2016. An electronic transfer of \$1,658,153.52 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

UBCM is also making an additional payment towards CWF funding for fiscal 2015/2016 from interest accumulated over the term of the first Gas Tax Agreement.

CWF Payment (2015/2016): \$1,632,374.12  
Interest Payment (2015/2016): \$25,779.39  
Total EFT Transfer: \$1,658,153.52

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Gas Tax Agreement can be found on our website at [www.ubcm.ca](http://www.ubcm.ca).

For further information, please contact Brant Felker, Gas Tax Policy and Program Manager, by e-mail at [bfelker@ubcm.ca](mailto:bfelker@ubcm.ca) or by phone at 250-356-0893.

Sincerely,

Chair Al Richmond  
UBCM President

PC: Susanne Thompson, Director of Finance