



COUNCIL POLICY

Barrier-Free Grant

Policy Title	Barrier-Free Grant		
Policy Number	356	Approved Date	2021/02/22
Department	Invest Grande Prairie	Last Amended	2024/03/25
Mayor Signature		Last Reviewed	2024/03/25
		Signature Date	

1. Policy Statement

- 1.1. The City of Grande Prairie (City) will incentivize accessibility improvements for local Commercial buildings, support access to services for all residents and encourage the health, vitality and inclusiveness of our community.

2. Reason For Policy

- 2.1. To support businesses and property owners through financial incentives for the removal of physical, architectural or technological barriers that prevent persons with physical, cognitive or sensory disabilities from accessing or using public Commercial spaces on an equal basis with others.

3. Definitions

- 3.1. **"Accessibility Improvement Project"** means renovations or improvements to private property that facilitate the removal of physical, architectural or technological barriers that prevent persons with physical, cognitive or sensory disabilities from accessing or using public Commercial spaces on an equal basis with others. Eligible Accessibility Improvement Projects include improvements to the interior or exterior of the building, including transitions from public to private land, from parking areas to the primary building entrance and ensuring unobstructed access to services for all visitors, patrons and employees.
- 3.2. **"Barrier"** means a physical, architectural or technological obstacle that makes it difficult for persons with disabilities to access or use public spaces on an equal basis with others.
- 3.3. **"Barrier-Free Grant Guidelines and Procedure"** means the guidelines and procedures approved by the City Manager which are used to direct the intended effect of this Policy.
- 3.4. **"City"** means the municipal corporation of The City of Grande Prairie, having authority under the *Municipal Government Act* RSA 2000 C. M-26 and other applicable legislation. Where context requires City also means the area included within the municipal boundaries of the City.



COUNCIL POLICY

Barrier-Free Grant

- 3.5. **"Commercial"** means a building or property used for or intended to be used for, in whole or in part, commercial, industrial or institutional purpose, excluding government owned buildings and properties.
- 3.6. **"Engineering Services Fees"** means all fees relating to excavation permits and barricading or lot grading permits outlined in the [Fees, Rates and Charges Bylaw C-1395, Schedule "A"](#), excluding any fees collected as deposits and development levies.
- 3.7. **"Barrier-Free Grant"** means a grant to a business or property owner of an existing Commercial building for improvements made to the property or building that demonstrate a benefit to persons with physical or sensory disabilities.
- 3.8. **"Hard Costs"** means labour and materials for the building structure.
- 3.9. **"Inspection Services Permit Fees"** means all fees relating to Commercial building, electrical, plumbing, or gas permits, occupancy certificate, or any miscellaneous permit fees outlined in the [Fees, Rates and Charges Bylaw C-1395, Schedule "A"](#).
- 3.10. **"Planning and Development Fees"** means all fees relating to all Commercial development and sign permits, compliance/zoning certificates, planning applications and miscellaneous fees outlined in the [Fees, Rates and Charges Bylaw C-1395, Schedule "A"](#).

4. Related Information

- 4.1. The following Barrier-Free Grant incentives are available to any existing Commercial property owners within the City.
 - 4.1.1. A grant matching 50% of Hard Costs up to a maximum of \$20,000 for an Accessibility Improvement Project that qualifies according to the [Barrier-Free Grant Procedure](#).
 - 4.1.2. Waiver of City Fees:
 - a. The City imposed portions of all Inspection Services Permit Fees, Engineering Services Fees and Planning and Development Fees will be waived for projects that qualify under the Barrier-Free Grant Procedures. Amounts remitted to other levels of government, charges as a result of a penalty or relating to construction not approved under this Policy remain payable.
- 4.2. All Accessibility Improvement Projects must conform to the City's [Land Use Bylaw C-1260, Building Bylaw C-1328](#) and the National Building Code 2019 (AB) Edition.
- 4.3. Grant intake will close when the total funding in the Barrier-Free Economic Stream is allocated or on December 31, 2025 whichever comes first.



COUNCIL POLICY

Barrier-Free Grant

5. Responsibilities

- 5.1. City Council will review and approve any revisions to this Policy.
- 5.2. City Manager will review and approve any procedures related to this Policy.
- 5.3. City Administration will carry out the policy based on established procedures.

6. Legislative Authority & Other Reference

- 6.1. [Bylaw C-1260](#) Land Use
- 6.2. [Bylaw C-1328](#) Building
- 6.3. [Bylaw C-1395](#) Fees, Rates and Charges
- 6.4. [City Procedure 356-1](#) Barrier-Free Grant
- 6.5. [Program Guidelines 356-1-1](#) Barrier Free Grant
- 6.6. [Barrier-Free Grant City Website](#)
- 6.7. National Building Code 2019 (AB) Edition

7. Version History

Action	Date	Description
New Policy	2021/02/22	
Revision	2024/03/25	Added a definition for "City". Amended 4.1a to increase the amount from \$10,000 to \$20,000, add "up" before "to", change "any" to "an", and change the reference to the Guidelines to the Procedures. Amended 4.3, to change policy expiring to grant intake closing and specified the funding source.
Revision	YYYY/MM/DD	New template. Changed the deadline in 4.3. from "March 31, 2025" to "December 31, 2025".