

CIRCULAR

To: All Municipalities and Local Service Districts, Inuit Community Governments, Municipal and Community Affairs, Environment Conservation and Climate Change (WRMD), Consultants, MNL, PMA, HCANL, NLCA, PEGNL, ACEC-NL, JMIC, MHAs

Re: Updates and Reminders from the Municipal Infrastructure Division

Date: July 9, 2026

This Circular aims to highlight some updates and a reminder from the Municipal Infrastructure Division (MI).

1. Updated Form 5 and Form 5A are available online

As part of our continuing improvements to forms, and documents, MI has updated Form 5 - Construction Contract Change Order, and Form 5A - PCA Change Order, both of which are used in conjunction with MI's Master Construction Specification (found at <https://www.gov.nl.ca/ti/mi/mwsr/>).

The updated forms remove redundant and unnecessary information and are now fillable to simplify use.

2. Intake for the Direct Delivery Stream for the Build Canada Strong Fund

The Build Canada Strong Fund's Direct Delivery Stream is available to communities through an application **directly** to HICC. The HICC call for applications closes on **July 15, 2026**, for eligible applicants (or August 12, 2026, for Indigenous applicants). HICC's Direct Delivery website is available at <https://housing-infrastructure.canada.ca/bcsf-fbcf/direct-delivery-prestation-directe/index-eng.html>. Please note that the **province is not a funding partner** in this program and is not involved in the project approval or execution.

3. Bids with Labour Rates less than the Provincial Minimum Wage may be considered Unbalanced

MI has recently been made aware of instances where Contractors are bidding projects with hourly rates lower than the Provincial minimum wage.

It is important that bidders on our funded projects recognize that submitting pricing lower than minimum wage **can result in their bids being rejected as unbalanced**.

4. Federal Project Sign Requirements for MI Projects

HICC has informed MI that they will require federally funded projects to represent both official languages, English and French, **on all new project signs**. Assistance is available for suitable translation of project information; speak to your Project Representative or Regional Engineer.

5. Reminder to prepare for MI's upcoming Call for Applications

MI's Circular from June 1, 2026, advised communities throughout the province that the next Open Call for Applications is anticipated to open on the first Tuesday in September for six weeks.

Planning and prioritizing potential applications over the summer can save considerable time when the intake period is formally with an updated Application Guide. See <https://www.gov.nl.ca/ti/mi/apply-for-funding/> for more information.

If you have any questions related to this, feel free to reach out to your Regional Office.

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Sincerely,



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