



REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: Asset Management Planning Program Grant
Application

File #: 5210.0

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From: Ghazal Shirazian, EIT
Infrastructure Engineer

Date: September 11, 2023

RECOMMENDATION:

1. THAT City Council endorse the “UBCM 2023 Asset Management Planning Program” grant application for the City’s “Development of Asset Management Plan and Levels of Service Framework” project.
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PURPOSE:

The purpose of the report is to seek Council in support of a grant application for funding to advance the City’s ongoing Asset Management Program through the development of an Asset Management Plan that incorporates a framework outlining the desired Levels of Service (LoS) for all classes of City assets.

POLICY:

Asset Management Policy CO-71.

COMMENTS/ANALYSIS:

The need for, and commitment to the establishment of a long-term, financially responsible infrastructure renewal plan is recognized in a number of the City’s strategic initiatives including the OCP and a number of master infrastructure plans.

The City’s Asset Management Policy CO-71 also requires the establishment of Council approved LoS for all asset classes to link the performance of all current assets to specified target performance goals.

The grant funding will augment existing capital funding and be used to retain the services of an engineering consultant to advance the development of an Asset Management Plan (AMP). The AMP will establish a LoS framework for the City’s

roads, bridges, water distribution system, sanitary and storm collection sewer systems, civic facilities (i.e., buildings), and retaining walls. These asset classes have been selected as an acceptable amount of information on their structural conditions has already been collected. Other asset classes, such as fleet and parks will be evaluated in future years as funding permits.

The process to establish the proposed levels of service in this project involves:

- Identifying potential gaps between current LoS and that required by legislation;
- Identifying potential gaps between current LoS and that desired by the City while meeting the City’s funding capabilities; and
- Preparing an Asset Management Plan for consideration by Council and seeking endorsement of the proposed LoS as well as identification of expected funding expectations.

Grant Opportunities

The Union of BC Municipalities (UBCM)’s Asset Management Planning program has recently announced a new grant opportunity to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations.

A Council resolution is required as part of the grant application.

BUDGET IMPLICATIONS:

The estimated cost to complete the Asset Management Plan is \$73,000. The 2023 UBCM’s Asset Management Planning program will provide up to 50% of the total project cost to a maximum grant funding of \$25,000. The remainder will be funded from the 2023 Asset Management Implementation capital budget and the Financial Plan will be amended accordingly to reflect the UBCM grant funding component.

Breakdown of the proposed budget is as follows:

Funding Source	Budget
UBCM Grant	\$25,000
City’s Contribution (From 2023 Asset Management Implementation Budget)	\$48,000
Total	\$73,000

ALTERNATIVES:

Should the City not proceed with the grant application or if the grant application is not approved, the City will continue to advance the development of a comprehensive asset Management Plan; however, it would impact future asset management initiatives.

Respectfully Submitted,



Ghazal Shirazian, EIT
Infrastructure Engineer
Concurrence:



Hirod Gill, P.Eng.
Manager of Engineering Services

Concurrence:



David Pollock, P.Eng.
Director of Engineering, Parks & Environment

Attachment:

1. Asset management Grant Application – Development of Asset Management Plan and Levels of Service Framework

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer