



# BOARD REPORT

**TO:**

**Chair and Directors**

**File No:** 1075 01

**SUBJECT:**

**FCM Asset Management Grant Application**

**DESCRIPTION:**

Report from Darcy Mooney, Manager, Operations Management, dated July 10, 2017. Board authorization to apply for an FCM Asset Management Grant.

**RECOMMENDATION  
#1:**

THAT: the Board empower the authorized signatories to apply for a Federation of Canadian Municipalities (FCM) Program Grant Opportunity in the Municipal Asset Management Program in an amount up to \$50,000 to support the development of Asset Management Condition and Data Collection Plan; the CSR D will provide in-house contributions to support overall grant and project management;

AND THAT: contingent upon the receipt of a successful Municipal Asset Management Program grant for up to \$50,000, the Board empower the authorized signatories to enter into an agreement with Opus International Consultants (Canada) to develop an Asset Management Condition and Data Collection Plan for a total cost not to exceed the total grant monies awarded.

## SHORT SUMMARY:

To date, staff has undertaken the development of a robust asset management database, data design and business process mapping, as well as begun work on an Asset Management Strategy, Framework and Operational Level of Service mapping for its Water Systems. An asset management policy is also currently in the review stage and is anticipated to be forwarded to the Board for consideration in 2017.

The FCM grant application contemplated for the Municipal Asset Management Program will provide much needed support to identify gaps in the current data stream, plan the most efficient way to collect the missing data, and prioritize the collection of data for each service function. The Condition Assessment Plan will also include the creation of an assessment manual which would identify the method for assessing an asset's condition.

Local Governments can receive up to 80% of eligible funds up to \$50,000 and the 20% remaining can be contributed through in-kind staff contributions.

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**VOTING:**

Unweighted  
Corporate

☐

LGA Part 14  
(Unweighted)

☐

Weighted  
Corporate

☒

Stakeholder  
(Weighted)

☐

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## BACKGROUND:

An asset management system integrates the process of inventory, valuation, use, strategic reviews, reporting and auditing of fixed assets. For strategic, operational and financial reasons, asset management is becoming an increasingly important area of decision making.

**POLICY:**

A Board resolution supporting the implementation of an Asset Management Condition and Data Collection Plan as well as a willingness to provide overall support is a requirement of the Municipal Asset Management Program Grant submission.

In accordance with Policy F-32 "Procurement of Goods & Services", Board authorization must be obtained for any sole sourced contract award over \$10,000.

**FINANCIAL:**

Although a successful grant application will not create debt on any existing CSRD budget function, significant in-kind contributions, through staff time will be required.

**KEY ISSUES/CONCEPTS:**

Asset management systems should be integrated into local government processes in order to make informed decisions that will ensure the sustainable delivery of services, both today and into the future.

The CSRD should seek financial partnerships through the application of grants and other means to increase product output and efficiency.

**DESIRED OUTCOMES:**

The Board endorse the grant funding application, and sole source agreement with Opus International Consultants (Canada) to provide consultant services.

**BOARD'S OPTIONS:**

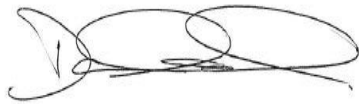
1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

**LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:**

**Report Approval Details**

Document Title:	2017_07_20_Asset_Management_Grant_Application.docx
Attachments:	
Final Approval Date:	Jul 11, 2017

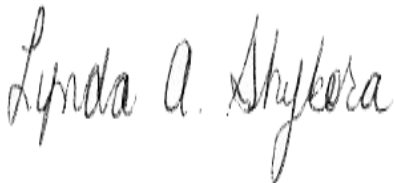
This report and all of its attachments were approved and signed as outlined below:



**Darcy Mooney - Jul 11, 2017 - 12:48 PM**



**Jodi Pierce - Jul 11, 2017 - 1:34 PM**



**Lynda Shykora - Jul 11, 2017 - 2:27 PM**



**Charles Hamilton - Jul 11, 2017 - 3:48 PM**