

**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE

**DATE:** 2015 February 26

**FROM:** DIRECTOR FINANCE

**FILE:** 7400-30

**SUBJECT: ASSET MANAGEMENT PROGRAM**

**PURPOSE:** To obtain approval to develop a comprehensive Waterworks Infrastructure Asset Management Plan.

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**RECOMMENDATIONS:**

1. **THAT** Financial Management Committee recommend Council authorize staff to develop a comprehensive Waterworks Infrastructure Asset Management Plan and approve funding of \$40,000 from the Stabilization Fund.
2. **THAT** Financial Management Committee recommend Council authorize staff to apply for an Asset Management Planning Program Grant of up to \$10,000 from the Ministry of Community, Sport and Cultural Development for the development of a Waterworks Infrastructure Asset Management Plan.

**REPORT**

The City's Asset Management Policy was adopted by Council in early 2014 and reflects an integrated business approach to asset management. Through this plan the City focuses on providing sustainable quality public services; optimizing asset value while minimizing life cycle cost and establishing and maintaining an integrated collaborative approach for all asset management practices and business processes.

In support of this initiative funding approval of \$40,000 is requested from the Stabilization Fund to undertake a project to develop a comprehensive and complete Asset Management Plan for the City's Waterworks Infrastructure. The finished work will be further used as a template for future Asset Management Plans. The Waterworks Infrastructure Asset Management Plan will:

- Demonstrate that the Levels of Service are being met in the most effective and efficient manner.
- Demonstrate that due regard is being given to the long-term stewardship of the asset base.
- Demonstrate the responsible management of the asset portfolio.

To: Chair and Members Financial Management Committee  
From: Director Finance  
Re: Asset Management Program  
2015 February 26.....Page 2

- Communicate and justify funding requirements.
- Show how regulatory compliance will be achieved and growth accommodated while maintaining the asset stock.

The funds will aid the City in the development of a comprehensive Waterworks Infrastructure Asset Management Plan. If Council is in support of this initiative then staff will apply for an Asset Management Planning Program Grant of \$10,000.

The Asset Management Planning Program was created in 2014 through a \$1.5 million grant from the Provincial Ministry of Community, Sport and Cultural Development. The program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations. The Program is administered through the Union of British Columbia Municipalities. Matching grants of up to \$10,000 are available to support activities that advance a local government's asset management planning or practices, and that facilitate better integration of asset management planning with long term financial planning.

A Council resolution is required with the application form. Applications are due by 2015 March 20 and applicants will be notified about the status of their application by 2015 May 01. All funded activities are to take place within a year of approved funding, and the final report will be due within 30 days of project completion and no later than 2016 May 30. Grant payments are issued when the approved project is complete.

It is recommended that the Financial Management Committee recommend Council to authorize staff to develop a comprehensive Waterworks Infrastructure Asset Management Plan and approve funding of \$40,000 from the Stabilization Fund for this project. Should Council support this initiative staff will apply for the Asset Management Planning Program Grant of up to \$10,000 from the Ministry of Community, Sport and Cultural Development for the development of a Waterworks Infrastructure Asset Management Plan. Should the Provincial Asset Management Planning Program Grant be approved, \$10,000 will be repaid to the Stabilization Fund.



Denise Jorgenson  
DIRECTOR FINANCE

DJ:NK/ab

cc: City Manager  
Members of the Management Committee  
City Clerk