



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** September 4, 2018

**Report Number:** SRCAO.18.21

**Department:** Office of the Chief Administrative Officer

**Division:** Strategic Initiatives

**Subject:** SRCAO.18.21 Federation of Canadian  
Municipalities' Municipal Asset Management  
Program Grant Application

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### **Purpose:**

To delegate authority to sign and submit a grant application to the Federation of Canadian Municipalities' Municipal Asset Management Program

### **Recommendation(s):**

- a) That the Director of Financial Services and Treasurer be authorized to sign and submit an application to the Federation of Canadian Municipalities' Municipal Asset Management Program for the Asset Management Policy, Strategy and Governance Structure project, and that the following activities be carried out to advance our asset management program as part of this project:
  - (i) Staff consultation
  - (ii) Maturity assessment
  - (iii) Policy, Strategy and Governance Framework

### **Contact Person:**

Daniel Olding, Manager of Grants & Strategic Initiatives, extension 5505

Danah Ashcroft, Project Manager Corporate Asset Management, extension 2460

### **Report Approval:**

**Submitted by:** Gwen Manderson, Director of Strategic Initiatives

**Approved by:** Neil Garbe, Chief Administrative Officer

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All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), Town Solicitor (as required), Commissioner, and Chief Administrative Officer. Details of the reports approval are attached.

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### **Background:**

The Municipal Asset Management Program (MAMP) is a five-year, \$50-million program funded by Infrastructure Canada and administered through the Federation of Canadian Municipalities (FCM) to support Canadian municipalities and communities in making informed infrastructure investment decisions based on stronger asset management practices. The program offers grant funding as well as training and capacity-building activities to increase skills within municipalities and local governments to sustainably maintain their asset management programs now and in the future.

The funding opportunity is open to all municipal governments in Canada. The grant will cover up to 80% of eligible expenses to a maximum of \$50,000. Some examples of eligible activities are asset management assessments such as a maturity assessment, policy development, and creation of asset management strategies. Subject to funding availability, applications will be accepted on a continuous basis until June 2020 and all projects must be completed and final reports submitted by March 31, 2021.

Richmond Hill approved its first Corporate Asset Management Plan in December 2016 (SRCAO.16.36) which included a number of recommendations to grow our capacity for asset management. One of the next steps is to develop an Asset Management Policy, Strategy and Governance Structure to guide the development of future asset management plans and processes needed to deliver services and manage risk. Funding for this project was approved by Council in July 2018 (SREIS.18.009).

There is an opportunity for apply for grant funding for this project through the Municipal Asset Management Program and staff are recommending that Council authorize staff to sign and submit the application.

### **Financial/Staffing/Other Implications:**

Staff report SREIS.18.009 authorized \$125,000 in funding for the Asset Management Policy, Strategy and Governance Structure project. By submitting an application to the Municipal Asset Management Program, there is an opportunity to share the cost of this study allowing funds to be returned back to source.

### **Relationship to the Strategic Plan:**

The importance of infrastructure in realizing Richmond Hill's future community vision is associated with all four goals of the Strategic Plan. Asset management planning is most closely related to Goal Four: Wise Management of Resources, as a tool to support decision making about how we best use our resources to manage our infrastructure for this generation and those that follow. Obtaining funding for Town projects aligns with Goal One: Stronger Connections by advocating for other levels of government to meet our community's needs and Goal Four: Wise Management of Resources by serving as a role model for municipal management across Ontario.

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### **Conclusion:**

Richmond Hill will be undertaking an Asset Management Policy, Strategy and Governance Structure project to advance our asset management program. There is an opportunity to apply for grant funding and this staff report recommends that Council authorize staff to sign and submit the application.

### **Attachments:**

- Attachment 1 – SREIS.18.009 Asset Management Policy, Strategy and Governance Structure

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### Report Approval Details

Document Title:	SRCAO.18.21 - Federation of Canadian Municipalities Municipal Asset Management Program Grant Application.docx
Attachments:	- SRCAO.18.21 - MAMP Application Attachment 1.pdf
Final Approval Date:	Aug 13, 2018

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

**Gwen Manderson - Aug 13, 2018 - 11:39 AM**

**No Signature - Task assigned to David Dexter was completed by delegate Anna Jovicic**

**Anna Jovicic on behalf of David Dexter - Aug 13, 2018 - 11:46 AM**

**Neil Garbe - Aug 13, 2018 - 4:17 PM**